



MEMORANDUM

TO: Parks and Recreation Board

FROM: Michael J. Heitz, AIA, Director
Parks and Recreation Department

DATE: October 20, 1994

SUBJECT: Construction of two-slip boat dock, at 2806 Rivercrest Dr.
File # SP-94-0339DS

A request has been received from Signor Enterprises, on behalf of Bert Praytor Builder to construct a covered two-slip boat dock at 2806 Rivercrest Drive.

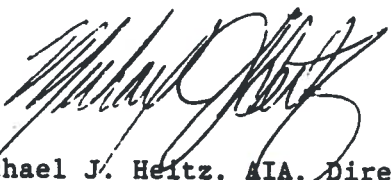
Parks and Recreation Department staff have reviewed the project and the site plans meet the requirements of Article VI, Division 4, Part E (Requirements for the Construction Of Boat Docks) of the Land Development Code (including all amendments), with the exception of the the side property line setback not being indicated and the incorrectly located navigation light station.

Recommendation

I recommend approval of the request to construct a covered two-slip boat dock at 2806 Rivercrest Drive, in accordance with Site Plan #SP-94-0339DS, subject to the following conditions:

1. The boat dock structure must be located a minimum of 10' from the adjacent side property line.
2. The navigation light station must be located on the upstream side of the structure to enable it to be seen by all approaching watercraft.

If I can provide you with any additional information, please contact me.



Michael J. Heitz, AIA, Director
Parks and Recreation Department

MH:PM

D I S T R I B U T I O N M E M O R A N D U M 13-SEP-1994

TO: COMMENT DUE DATE: 20-SEP-1994
FROM: SITE PLAN REVIEW DIVISION/PLANNING DEPT
SUBJECT: DEVELOPMENT PERMIT ONLY SP-94-0339DS

PROJECT: PRAYTOR BOATDOCK

2806 RIVERCREST DR

CASE MANAGER: PARR, RUSSELL 499-2720

APPLICATION DATE: 13-SEP-1994

ZIP: 78746

WATERSHED: Lake Austin RURAL WATER SUPPLY FULL PURPOSE

OWNER: BERT PRAYTOR BUILDER (512)327-4083
2806 RIVERCREST AUSTIN, TX

CONTACT: BERT PRAYTOR

AGENT: SIGNOR ENTERPRISES INC (512)327-6064
5524 WEST BEE CAVES ROAD STE K-5 AUSTIN, TX 78746

CONTACT: BRIAN RENNAKER

SITE PLAN AREA: 0.014 ACRES (599 SQ FT)
UTILITY OR STORM SEWER LENGTH: 0 LINEAR FEET

EXISTING ZONING: SF
EXISTING USE: BOATDOCK

TRACT	ACRES/SQ FT	PROPOSED USE
	0.014/ 599	BOATDOCK

RELATED CASE NUMBERS (IF ANY):

OTHER PROVISIONS:
QUALIFIES AS A SMALL PROJECT
TIA IS NOT REQUIRED
FEE RECEIPT #: 1520906

SUBD NAME: RIVERCREST ADDITION SECTION I
BLOCK/LOT: BLOCK A, LOT 19
PLAT BOOK/PAGE: 13 PAGE 27

PARCEL #:

VARIANCES/WAIVERS, BONUSES:

Date: September 19, 1994
To: Director Parks and Recreation Department
From: Signor Enterprises Inc.
Subject: Dock permit, legal address: Rivercrest Addition Section I, Block A, Lot 19.

We are requesting approval of our residential boat dock plans at 2806 Rivercrest for construction in October 1994.

The slips are to be built from steel pilings.

This additional construction should not adversely affect any shoreline erosion, drainage, or other environmental concerns.

Thank you for your consideration.

A handwritten signature in black ink, appearing to read 'BRM' with a stylized flourish extending from the end.

Brian Rennaker



MEMORANDUM

TO: Parks and Recreation Board

FROM: Michael J. Heitz, AIA, Director
Parks and Recreation Department

DATE: October 20, 1994

SUBJECT: Construction of single-slip boat dock, at 5301 S. Scout
Island Circle.
File # SP-94-0340DS

A request has been received from Signor Enterprises, on behalf of Frank and Diana Apgar, to construct a covered single-slip boat dock at 5301 South Scout Island Circle.

This project is located on the inside of a bend of Bull Creek, where the water is very shallow. A variance from the requirements of Section 13-2-795(1) has been requested to allow the boat dock to extend an additional 10' from the maximum length permitted.

Previous requests for additional length to the boat docks in this vicinity have been granted. Because of the width of the creek at this location and the shallow water depth an additional 10' in boat dock length will not cause a navigation hazard to watercraft using Bull Creek.

With the exception of the variance request and the location of the navigation light station, the site plans meet the requirements of Article VI, Division 4, Part E (Requirements for the Construction Of Boat Docks) of the Land Development Code (including all amendments).

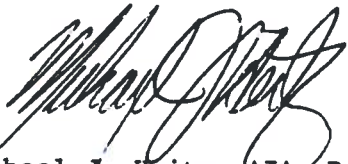
Recommendation

I recommend approval of the request for a variance to Section 13-2-795(1) of the City Code to enable the construction of a covered single-slip boat dock at 5301 S. Scout Island Circle, in accordance with Site Plan # SP-94-0340DS, subject the following conditions:

1. The maximum length of the boat dock does not exceed 40' from the shoreline.

2. The navigation light station is located on the upstream side of the structure to enable it to be seen by all approaching watercraft.

If I can provide you with any additional information, please contact me.

A handwritten signature in black ink, appearing to read "Michael J. Heitz", written in a cursive style.

Michael J. Heitz, AIA, Director
Parks and Recreation Department

MH:PM

D I S T R I B U T I O N M E M O R A N D U M 13-SEP-1994

TO:
FROM: SITE PLAN REVIEW DIVISION/PLANNING DEPT
SUBJECT: DEVELOPMENT PERMIT ONLY

COMMENT DUE DATE: ²³20-SEP-1994
SP-94-0340DS

PROJECT: APGAR BOATDOCK

5301 S SCOUT ISLAND CIR

CASE MANAGER: PASQUARELLA, BRETT 499-2636

APPLICATION DATE: 13-SEP-1994

ZIP: 78731
WATERSHED: Lake Austin RURAL WATER SUPPLY FULL PURPOSE

OWNER: APGAR, FRANK & DIANA (510)634-1170
731 BEAVER CT. BYRON, CA 94514

CONTACT: FRANK APGAR

AGENT: SIGNOR ENTERPRISES INC (512)327-6064
5524 WEST BEE CAVES ROAD STE K-5 AUSTIN, TX 78746

CONTACT: BRIAN RENNAKER

SITE PLAN AREA: 0.014 ACRES (599 SQ FT)
UTILITY OR STORM SEWER LENGTH: 0 LINEAR FEET

EXISTING ZONING: SF
EXISTING USE: BOATDOCK

TRACT	ACRES/SQ FT	PROPOSED USE
	0.014/ 599	BOAT DOCK

RELATED CASE NUMBERS (IF ANY):

OTHER PROVISIONS:

QUALIFIES AS A SMALL PROJECT

TIA IS NOT REQUIRED

FEE RECEIPT #: 1520907

SUBD NAME: COURTYARD PHASE 3A

BLOCK/LOT: LOT 2

PLAT BOOK/PAGE: 81 PAGE 61-64

PARCEL #:

VARIANCES/WAIVERS, BONUSSES:

6



September 19, 1993

Director
Parks and Recreation Board
City of Austin

Re: Request for permit and for variance on length of boat house at 5301 Scout Island Circle South.

Dear Director:

I propose construction of a boat house behind my home at 5301 Scout Island Circle South in the Courtyard on the north side of the Bull Creek arm of Lake Austin. The legal description of the property is Courtyard Phase 3-A, Lot 2, Plat Book 81, Page number 61 - 64 and LUE, Exhibit G, Volume 8939, Page 897, Real Property Records, Travis County, Texas.

I request a variance for the length of the boat house I plan to build. I want my boat house to be 40 feet long, which is in excess of the maximum permitted length, without variance, of 30 feet.

I believe you should grant my request for a variance for the following reasons:

1. The Bull Creek arm of Lake Austin is very wide behind my home. Consequently, the extension of the boat house 40 feet into the water will not present a hazard to navigation.
2. The water is very shallow along the north shore where my boat house will be located. I need to extend the boat house an extra 10 feet away from the shoreline in order for it to be in somewhat deeper water so that I can achieve proper boat navigation.
3. Over 10 years ago the city gave the seven owners of boat docks behind Phase 2 of Courtyard permission to have boat docks that are about 50 feet long. Robert May and several other homeowners have recently been given similar variances. Apparently these docks have presented no problem for either the City or the neighborhood.

I would like to ~~present~~ my request for variance to the proper committee. Please call if you have any questions.

Thank you,

A handwritten signature in black ink, appearing to read "Brian Rennaker".

Brian Rennaker
Signor Enterprises, Inc.
for Diana Apgar

THE COURTYARD HOMEOWNERS ASSOCIATION, INC.
720 BRAZOS, SUITE 900
AUSTIN, TEXAS 78701
(512) 476-7028

September 9, 1994

Parks and Recreation Department
City of Austin
P.O. Box 1088
Austin, Texas 78767

RE: Frank Apgar
Lot 2, Phase 3A
The Courtyard Subdivision

Dear Sirs:

We are aware that the reference lot is now owned by Frank Apgar.

The legal description of the land as defined in the title policy commitment is:

Tract I: Lot 2, The Courtyard Phase 3-A as described in plat map recorded in Book 81 pages 61-64, Plat Records, Travis County, Texas,

Tract II: A Limited Use Easement for Lot 2, The Courtyard Phase 3-A being a 0.9205 acre tract, out of Lot 14, The Courtyard Phase 3-A a subdivision of record in Book 81, Pages 61-64 of the Plat Records of Travis County, Texas, and described in Volume 9839, Page 897 Real Property Records, Travis County, Texas.

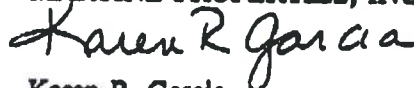
The Courtyard Homeowners Association, Inc. approves the Bixler Boat Dock proposal provided its specifications and design meet City of Austin, and all other governmental authorities requirements and Courtyard Documents that have jurisdictions over such matters.

The Courtyard Homeowners Association, Inc.'s. authority stems from the "Second Restated Declaration of Covenants, Conditions and Restrictions", filed by the owner of the subdivision and recorded in Volume 6598, pages 1046-1076, Real Property Records, Travis County, Texas on June 22, 1979. This document states on Page 1048 with respect to a lot owner's "Limited Use Easement" that the "...owner can fence and landscape the area and, with the approval of the Environmental Control Committee (of the homeowners' association) can erect gazebos, boat docks, steps, and other related structures."

Page 2
Parks and Recreation Dept.

Please call me at (512) 476-7028 if you require further certification from The Courtyard Homeowners' Association, Inc..

Sincerely,
MARTINE PROPERTIES, INC.

A handwritten signature in cursive script that reads "Karen R Garcia".

Karen R. Garcia
Association Manager

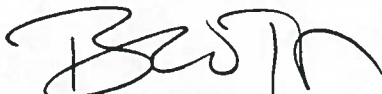
Date: September 19, 1994
To: Director Parks and Recreation Department
From: Signor Enterprises Inc.
Subject: Dock permit, legal address: The Courtyard Subdivision, Phase 3A, Lot 2.

We are requesting approval of our residential boat dock plans at 5301 Scout Island Circle South for construction in October 1994.

The slips are to be built from steel pilings.

This additional construction should not adversely affect any shoreline erosion, drainage, or other environmental concerns.

Thank you for your consideration.

A handwritten signature in black ink, appearing to read 'BRN' with a stylized flourish at the end.

Brian Rennaker



MEMORANDUM

TO: Parks and Recreation Board

FROM: Michael J. Heitz, AIA, Director
Parks and Recreation Department

DATE: October 20, 1994

SUBJECT: Construction of single-slip boat dock at 3105 Brass Buttons Trail.
File # SP-94-0312DS

A request has been received from Ron Tobin to construct a single-slip boat dock with deck over, at 3105 Brass Buttons Trail.

The applicant has ownership of Lot 84 and 1/2 Lot 83; his neighbor has ownership of the other 1/2 lot together with the adjacent whole lot. This project proposes the construction of a boat dock, 26' wide, that spans the property line of the lots in Mr. Tobin's ownership. The lots were platted and recorded prior to August 26, 1976 and are exempt from the 20% rule.

Although Mr. Tobin owns both the complete lot and the adjacent 1/2 lot, they have not been resubdivided into one complete lot. The concern is that if sometime in the future the two 1/2 lots are sold, the boat dock would span the property line.

Mr. Tobin has investigated resubdividing into one lot and the cost is estimated to be \$700. Mr. Tobin thinks that selling the 1/2 lots is unlikely as the single lots are narrow and that the 1 1/2 lot width is more practical. Also many owners in the subdivision have ownership of 1 1/2 lots.

The location of the boat dock cannot easily be adjusted to be contained completely on one lot because of the existence of a number of large boulders, shown on the plan, along the shoreline.

Parks and Recreation Department staff have reviewed the project and the site plans meet the requirements of Article VI, Division 4, Part E (Requirements for the Construction Of Boat Docks) of the Land Development Code (including all amendments).

Recommendation

I recommend approval of the request to construct a single-slip boat dock with deck over at 3105 Brass Buttons Trail, in accordance with Site Plan # SP-94-0312DS, subject to the following conditions:

1. The navigation light station be located on the upstream side of the structure to enable it to be seen by all approaching watercraft.
2. The applicant's attention be drawn to the fact that the method of constructing the foundation to the timber pilings requires that it can most easily be done when the lake is lowered. The Lower Colorado River Authority has not confirmed that the lake will or will not be lowered during this winter.
3. The applicant be advised that this boat dock is located in an area of the lake subject to flooding during storm conditions and high volume releases from Mansfield Dam. Permanently fixed structures may be subject to damage during these times.

If I can provide you with any additional information, please contact me.



Michael J. Heitz, AIA, Director
Parks and Recreation Department

MH:PM

24-AUG-1994

COMMENT DUE DATE: 31-AUG-1994
DEPT
SP-94-0312DS

PROJECT: TOBIN BOAT DOCK

3105 BRASS BUTTONS TRL

CASE MANAGER: PARR, RUSSELL 499-2720

APPLICATION DATE: 23-AUG-1994

ZIP: 78734 2-MILE ETJ
WATERSHED: Lake Austin RURAL WATER SUPPLY

OWNER: TOBIN, RON (512)451-0191
1708 KOENIG AUSTIN, TX 78756
CONTACT: RON TOBIN

AGENT: TOBIN, RON (512)451-0191
1708 KOENIG AUSTIN, TX
CONTACT: RON

SITE PLAN AREA: 0.017 ACRES (727 SQ FT)
UTILITY OR STORM SEWER LENGTH: 0 LINEAR FEET

EXISTING ZONING: IA
EXISTING USE: IA

TRACT	ACRES/SQ FT	PROPOSED USE
0.000/	0	BOATDOCK
0.000/	0	RESIDENTIAL

RELATED CASE NUMBERS (IF ANY):

OTHER PROVISIONS:
 QUALIFIES AS A SMALL PROJECT
 TIA IS NOT REQUIRED
 FEE RECEIPT #: 1520679

SUBD NAME: APACHE SHORES
BLOCK/LOT:
PLAT BOOK/PAGE: BOOK 43, PAGE 29

PARCEL #:

REQUEST FOR APPROVAL

Director, Parks and Recreation Department

Re: Request for Boat Dock approval

Respectfully requesting your approval for:

- Single Stall Boat Dock for private use
- Property Description:
Lot 84 & south 1/2 Lot 83, Apache Shores Installment I, Volume 43, Page 29, of
the plat records of Travis Co. TX.. 3105 Brass Buttons Trail, Austin, Texas.
- Proposed starting date:
During the lowering of Lake Austin in the winter of 1994/95

Thank You,



Ron Tobin
1708 Koenig Lane
Austin, Texas 78756
451-0191 office
258-8541 home

SUMMARY LETTER

City of Austin
Department Of Planning and Development
Parks and Recreation Department

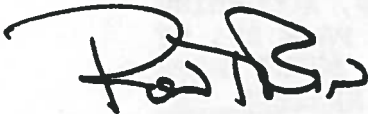
Re: Small Project: Boat Dock for Ron & Bonnie Tobin
Lot 84 & South 1/2 Lot 83, Apache Shores Installment I, Volume 43, Page 29, of the Plat records
of Travis Co., TX.
3105 Brass Buttons Trail

To whom it may concern:

The following is a description of the proposed project:

- Watershed is located in Lake Austin
- Type of development is a single stall boat dock for private use.
- No dry land will be gained or affected by building this project.
- There will be no effect on the natural and traditional character of the land and waterways. The waterway has boat docks on the same side and close to the proposed site.

Respectfully submitted,



Ron Tobin
1708 Koenig Lane
Austin, Texas 78756
451-0191 office
258-8541 home

9

1300
5m

WARRANTY DEED WITH VENDOR'S LIEN

STATE OF TEXAS *

COUNTY OF TRAVIS *

FILM CODE

00005145231

8:16 AM 0046

1 1 7.00 IN
05/23/

Date: MAY 18, 1994

Grantor: GENE M. HEIDER, A SINGLE MAN

8:16 AM 0046

1 1 5.00 RE
05/23/

Grantee: RONALD L. TOBIN AND WIFE, BONNIE G. TOBIN

8:16 AM 0046

1 1 1.00 SE
05/23/
12.61-CH

Address: 1102 ANTLER LANE
AUSTIN, TEXAS 78726

Consideration: TEN DOLLARS and other good and valuable consideration in hand paid to Grantor, the sufficiency of which is acknowledged, and the execution and delivery by Grantee of Grantee's one certain promissory note of even date herewith in the principal sum of FORTY THOUSAND AND NO/100 DOLLARS (\$40,000.00) payable to Grantor, payable and bearing interest as therein provided, and containing the usual clauses for acceleration of maturity and attorney's fees, the payment of which note is secured by the vendor's lien herein retained, and is additionally secured by a Deed of Trust of even date herewith to TIM L. WRIGHT, Trustee.

Property (including any improvements):

LOT 84 AND A PORTION OF LOT 83, APACHE SHORES FIRST INSTALLMENT, A SUBDIVISION IN TRAVIS COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN VOLUME 43, PAGE 29, OF THE PLAT RECORDS OF TRAVIS COUNTY, TEXAS, AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS IN EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF.

Reservations from and Exceptions to Conveyance and Warranty:

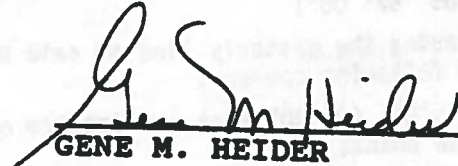
This conveyance is made, delivered and accepted subject to the payment of ad valorem taxes assessed against the property conveyed for the current year, all restrictions, covenants, any outstanding royalty and mineral reservations, conditions and easements of record affecting said property, and any and all zoning laws, regulations and ordinances of municipal and/or other governmental authorities affecting said property.

Grantor, for the consideration and subject to the reservations from and exceptions to conveyance and warranty, grants, sells, and conveys to Grantee the property, together with all and singular the rights and appurtenances thereto in anywise belonging, to have and hold it to Grantee, Grantee's heirs, executors, administrators, successors, or assigns forever. Grantor binds Grantor and Grantor's heirs, executors, administrators, successors, and assigns to WARRANT AND FOREVER DEFEND all and singular the said premises unto the said Grantee, Grantee's heirs, administrators,

successors and assigns, against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the reservations from and exceptions to conveyance and warranty.

But it is expressly agreed that the **VENDOR'S LIEN** as well as the Superior Title in and to the above described premises, is retained against the above described property, premises and improvements until the above described note and all interest thereon are fully paid according to the face, tenor, effect and reading thereof, when this Deed shall become absolute.

When the context requires, singular nouns and pronouns include the plural.



GENE M. HEIDER

STATE OF TEXAS

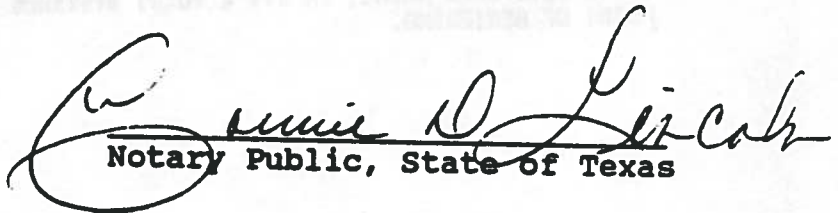
*

COUNTY OF WILLIAMSON

*

This instrument was acknowledged before me on MAY 18, 1994 by GENE M. HEIDER.





Notary Public, State of Texas

AFTER RECORDING RETURN TO:

HEART OF TEXAS TITLE CO.
13809 Research Blvd., #810
Austin, Texas 78750

PREPARED IN THE LAW OFFICE OF:

TIM L. WRIGHT
P. O. Box 112
Round Rock, Texas 78680

\\DOC\HOTT\1255-94.wet

EXHIBIT "A"

BEGINNING at a found 1/2 inch iron rod located at the southwesterly corner of said Lot 83; said rod further being located in the easterly line of Brass Buttons Trail;

THENCE, along the easterly line of said Brass Buttons Trail the following courses:

North 04 20' 30" West, a distance of 12.87 feet to a found 1/2 inch iron rod for the Point of Curvature;

North 04 00' 00" West, 17.22 feet, along the chord of a curve to the right having a radius of 1440.00 feet and a central angle of 05 52' 00";

THENCE leaving the easterly line of said Brass Buttons Trail and along the following courses:

North 85 40' 00" East, a distance of 129.90 feet to an angle point;

North 87 00' 00" East, a distance of 343.36 feet to a point for corner; said point further being located in the easterly line of said Lot 83;

THENCE South 09 00' 00" West, along the easterly line of said Lot 83, a distance of 22.71 feet to a point for corner;

THENCE South 85 40' 00" West, leaving the easterly line of said Lot 83, at a distance of 395.03 feet passing a found 1 inch iron rod set for a reference point, in all a total distance of 468.03 feet to the **POINT OF BEGINNING**.

STATE OF TEXAS COUNTY OF TRAVIS
I hereby certify that this instrument was FILED on
the date and at the time stamped hereon by me, and
was duly RECORDED in the Volume and Page of the
named RECORDS of Travis County, Texas, on

MAY 23 1994



Anna Robinson
COUNTY CLERK
TRAVIS COUNTY, TEXAS

**REAL PROPERTY RECORDS
TRAVIS COUNTY, TEXAS**

**DATA TO BE AVOID
COUNTY CLERK
TRAVIS COUNTY, TEXAS**

94 MAY 23 PM 4:54

FILED



MEMORANDUM

TO: Parks and Recreation Board

FROM: Michael J. Heitz, AIA, Director
Parks and Recreation Department

DATE: October 20, 1994

SUBJECT: Construction of four boat dock units at Cliffs over Lake Austin Subdivision.
File # SP-94-0377DS through SP-94-0380DS

A request has been received from Charles Loflin, on behalf of Pat Howard, Emilio Gutierrez, William Barbour and himself to construct four additional boat dock units at Cliffs over Lake Austin subdivision.

The following identify the dock, owner, address and site plan number:

Dock #10	Pat Howard	4809 Palisade Drive	SP-94-0378DS
Dock #11	Charles Loflin	5608 Craggy Point	SP-94-0377DS
Dock #12	Emilio Gutierrez	5606 Craggy Point	SP-94-0379DS
Dock #13	William Barbour	5604 Craggy Point	SP-94-0380DS

The Parks and Recreation Board approved the construction of 18 docks for the Cliffs over Lake Austin Subdivision at the meeting held on April 22, 1980, with the requirement that individual approvals be sought for each unit. Nine of these docks have been constructed. These four will add onto the existing nine for a total of 13. A copy of the minutes of that meeting of 4/22/80 is attached.

Parks and Recreation Department staff have reviewed the project and the site plans meet the requirements of Article VI, Division 4, Part E (Requirements for the Construction Of Boat Docks) of the Land Development Code (including all amendments), with the exception of the navigation light stations not meeting the current requirements.

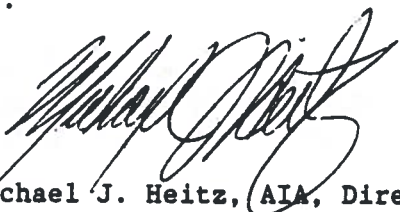
Recommendation

I recommend approval of the request to construct four boat dock units in the Cliffs over Lake Austin subdivision in accordance with the Parks and Recreation Board approval of 4/22/80 and in accordance with the following Site Plans:

Dock #10	Pat Howard	4809 Palisade Drive	SP-94-0378DS
Dock #11	Charles Loflin	5608 Craggy Point	SP-94-0377DS
Dock #12	Emilio Gutierrez	5606 Craggy Point	SP-94-0379DS
Dock #13	William Barbour	5604 Craggy Point	SP-94-0380DS

This approval is subject to navigation light stations being provided on the new docks in locations so that they are spaced not more than 25' apart (Section 13-2-792 (B)(3)).

If I can provide you with any additional information, please contact me.



Michael J. Heitz, AIA, Director
Parks and Recreation Department

MH:PM

D I S T R I B U T I O N M E M O R A N D U M

14-OCT-1994

TO: COMMENT DUE DATE: 20-OCT-1994
 FROM: SITE PLAN REVIEW DIVISION/PLANNING DEPT
 SUBJECT: DEVELOPMENT PERMIT ONLY SP-94-0380DS

PROJECT: WILLIAM BARBOUR BOAT DOCK

5604 CRAGGY PT

CASE MANAGER: PASQUARELLA, BRETT 499-2636

APPLICATION DATE: 13-OCT-1994

ZIP: 78731

WATERSHED: Lake Austin RURAL WATER SUPPLY FULL PURPOSE

OWNER: BARBOUR, WILLIAM A. (512)454-6406

5604 CRAGGY POINT AUSTIN, TX 78731

CONTACT: WILLIAM A. BARBOUR

AGENT: LOFLIN, CHARLES E. (512)467-8680

5608 CRAGGY POINT AUSTIN, TX 78731

CONTACT: CHARLES E. LOFLIN

SITE PLAN AREA: 0.009 ACRES (377 SQ FT)
 UTILITY OR STORM SEWER LENGTH: 0 LINEAR FEET

EXISTING ZONING: SF

EXISTING USE:

TRACT	ACRES/SQ FT	PROPOSED USE
	0.009/ 377	BOAT DOCK

RELATED CASE NUMBERS (IF ANY):

OTHER PROVISIONS:

QUALIFIES AS A SMALL PROJECT

TIA IS NOT REQUIRED

FEE RECEIPT #: 1520787

SUBD NAME: CLIFF OVER LAKE AUSTIN-II

BLOCK/LOT: BLOCK B, LOT 43

PLAT BOOK/PAGE: 80 PAGES 33-34

PARCEL #:

21

VARIANCES/WAIVERS, BONUSES:

D I S T R I B U T I O N M E M O R A N D U M 14-OCT-1994

TO: COMMENT DUE DATE: 20-OCT-1994
FROM: SITE PLAN REVIEW DIVISION/PLANNING DEPT
SUBJECT: DEVELOPMENT PERMIT ONLY SP-94-0379DS

PROJECT: EMILIO GUTIERREZ BOAT DOCK
5606 CRAGGY PT

CASE MANAGER: PARR, RUSSELL 499-2720

APPLICATION DATE: 13-OCT-1994

ZIP: 78731 FULL PURPOSE
WATERSHED: Lake Austin RURAL WATER SUPPLY

OWNER: GUTIERREZ, EMILIO (512)459-5480

5606 CRAGGY POINT AUSTIN, TX 78731

CONTACT: EMILIO GUTIERREZ

AGENT: LOFLIN, CHARLES E. (512)467-8680

5608 CRAGGY POINT AUSTIN, TX 78731

CONTACT: CHARLES E. LOFLIN

SITE PLAN AREA: 0.009 ACRES (377 SQ FT)
UTILITY OR STORM SEWER LENGTH: 0 LINEAR FEET

EXISTING ZONING: SF
EXISTING USE:

TRACT	ACRES/SQ FT	PROPOSED USE
	0.009/ 377	BOAT DOCK

RELATED CASE NUMBERS (IF ANY):

OTHER PROVISIONS:

QUALIFIES AS A SMALL PROJECT
TIA IS NOT REQUIRED
FEE RECEIPT #: 1520786

SUBD NAME: CLIFF OVER LAKE AUSTIN II
BLOCK/LOT: BLOCK B, LOT 44
PLAT BOOK/PAGE: 80 PAGES 33-34

PARCEL #:

D I S T R I B U T I O N M E M O R A N D U M 14-OCT-1994

TO:
FROM: SITE PLAN REVIEW DIVISION/PLANNING DEPT COMMENT DUE DATE: 20-OCT-1994
SUBJECT: DEVELOPMENT PERMIT ONLY SP-94-0377DS

PROJECT: CHARLES LOFLIN BOAT DOCK
 5608 CRAGGY PT

CASE MANAGER: SELFRIDGE, KEVIN 499-2706

APPLICATION DATE: 13-OCT-1994

ZIP: 78731 FULL PURPOSE
WATERSHED: Lake Austin RURAL WATER SUPPLY

SITE PLAN AREA: 0.009 ACRES (377 SQ FT)
UTILITY OR STORM SEWER LENGTH: 0 LINEAR FEET

EXISTING ZONING: SF
EXISTING USE:

TRACT	ACRES/SQ FT	PROPOSED USE
	0.009/ 377	BOAT DOCK

RELATED CASE NUMBERS (IF ANY):

OTHER PROVISIONS:
QUALIFIES AS A SMALL PROJECT
TIA IS NOT REQUIRED
FEE RECEIPT #: 1520784

SUBD NAME: CLIFF OVER LAKE AUSTIN-II
BLOCK/LOT: BLOCK B. LOT 45
PLAT BOOK/PAGE: 80 PAGES 33-34

PARCEL #:

VARIANCES/WAIVERS, BONUSES:

D I S T R I B U T I O N M E M O R A N D U M

14-OCT-1994

TO: COMMENT, DUE DATE: 20-OCT-1994
FROM: SITE PLAN REVIEW DIVISION/PLANNING DEPT
SUBJECT: DEVELOPMENT PERMIT ONLY SP-94-0378DS

PROJECT: PATRICK HOWARD BOAT DOCK

4809 PALISADE DR

CASE MANAGER: OWEIS, DEYAB 499-2813

APPLICATION DATE: 13-OCT-1994

ZIP: 78731 FULL PURPOSE
WATERSHED: Lake Austin RURAL WATER SUPPLY

OWNER: HOWARD, PATRICK (512)459-4610
4809 PALISADES DRIVE AUSTIN, TX 78731
CONTACT: PATRICK HOWARD
AGENT: LOFLIN, CHARLES E. (512)467-8680
5608 CRAGGY POINT AUSTIN, TX 78731
CONTACT: CHARLES E. LOFLIN

SITE PLAN AREA: 0.009 ACRES (377 SQ FT)
UTILITY OR STORM SEWER LENGTH: 0 LINEAR FEET

EXISTING ZONING: SF

EXISTING USE:

TRACT	ACRES/SQ FT	PROPOSED USE
	0.009/ 377	BOAT DOCK

RELATED CASE NUMBERS (IF ANY):

OTHER PROVISIONS:

QUALIFIES AS A SMALL PROJECT
TIA IS NOT REQUIRED
FEE RECEIPT #: 1520785

SUBD NAME: CLIFF OVER LAKE AUSTIN
BLOCK/LOT: BLOCK B, LOT 59
PLAT BOOK/PAGE: 80 PAGES 33-34

PARCEL #:

Charles E. Loflin
5608 Craggy Point
Austin, TX 78731
(512) 467-8680

October ¹² 1994

To: Director, Parks and Recreation Department, Austin, Texas

Subject: Request for approval to construct a single family boat dock at the Cliff over Lake Austin

Project: William Barbour Boat Dock
5604 Craggy Point
Lot 43, Block B, The Cliff over Lake Austin
Travis County, Austin, Texas

Dear Sir:

This request is for permission to construct a single family boat dock as an addition to and part of a previously approved 18 slip boat dock facility for the Cliff over Lake Austin Development. See (atchs 1 and 2).

There are currently 9 of the approved 18 docks in place. This dock is one of four that will be constructed at the same time. Each of the four docks to be built is individually owned by homeowners in the Cliff over Lake Austin development. As required by the April 22, 1980 amended approval by the Parks and Recreation Department to construct these docks, each permit application is being submitted separately.

For reference the names of the four projects are:

Dock number 10: Pat Howard Boat Dock

Dock number 11: Charles Loflin Boat Dock

Dock number 12: Emilio Gutierrez Boat Dock

Dock number 13: William Barbour Boat Dock

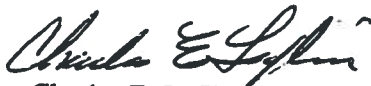
These docks will be constructed using a water based crane and pile driver by:

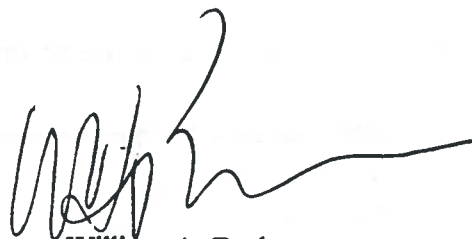
Signor Enterprises, Inc.
5524 Bee Caves Rd. Ste K-5
Austin, TX 78746

The following applies:

- This project/site is located in the Lake Austin watershed, is classified as water supply rural and is exempt pursuant to the land development code section 13-2-502(b) due to having a final plat approved prior to May 18, 1986. Pursuant to section 13-2-502(b), the site is subject to city ordinance #800103-N 'Lake Austin Watershed Ordinance'.
- There will be no shoreline alterations or deviations.
- There are no trees in the construction area as construction is over the water. There are, however, some trees on the shore that will need selective pruning of small branches overhanging the water that may interfere with obstruction clearance of the walkway.
- There is no intent to modify the shoreline or affect navigation..
- The project will have no effect on the natural traditional character of the land or waterway.
- No modification of the shoreline or other ground disturbance which would increase the potential for erosion/sedimentation is anticipated by this project. The City of Austin general construction notes are attached to and made a part of this project for applicability in the event that unforeseen disturbance of the land area of the site is necessary to complete the approved construction. Reference: Exhibit III of the boat dock packet (5/24/91) and silt fence detail; figure 1-8, of the environmental manual.
- Construction is dependent on the lake level being lowered and will be approximately Jan/Feb 1995.
- All materials will meet Lake Austin/City of Austin codes.
- Questions regarding this permit application should be directed to:

Charles E. Loflin
5608 Craggy Point
Austin, TX 78731
(512) 467-8680


Charles E. Loflin


William A. Barbour

purchase the area. Mr. Rovira also explained that the group would not be satisfied with just the floodplain portion. There was further discussion in support of the purchase of the property.

It was moved by Mr. Bray and seconded by Mr. Coffee, that the Board direct the Parks and Recreation Department Planning staff to again review the request, work with the South River City Citizens group and bring a recommendation back to the Board. The motion carried unanimously.

ITEMS FROM BOARD MEMBERS

Mr. Bray invited everyone to attend the groundbreaking ceremonies for the Austin Nature Center to be held Sunday, April 27, 1980, 1:30 p.m., in Zilker Park. Mr. Bray also asked for a status report on the proposed ordinances concerning the control of boats on Lake Austin and mandatory dedication of parkland from developers.

AMENDED APPROVAL OF BOAT DOCKS AT CLIFF OVER LAKE AUSTIN

Mr. David Minter, representing the Moody Corporation, dba The Cliff Over Lake Austin, explained that he had appeared before the Board previously and received permission to construct 18 boat docks on Lake Austin in the "Cliff Over Lake Austin" Subdivision. The permit was issued to indicate that the Moody Corporation would build each boat dock, but this was not the case, and they were proposing that each lot owner build their own boat dock. Mr. Minter explained they would only be telling the owners how and where the boat docks would be built. Mr. Reed asked if they were requesting that each landowner apply for an individual permit. Mr. Minter explained this was the request. Mr. Jim Clardy from the Building Department, explained each landowner would have to have a set of sealed engineering plans and apply for individual permits. Mr. Reed explained that he understood the request to mean that the first landowner would have a complete set of engineering plans and other landowners would construct their boat docks in the same manner.

After further discussion, it was moved by Mr. Reed and seconded by Mr. Coffee, that the Parks and Recreation Board amend the original request of the Moody Corporation, dba The Cliff Over Lake Austin, to stipulate that each landowner apply for an individual boat dock permit with sealed engineering plans; that the number of boat docks be limited to 18, and that the boat docks be constructed in the area and according to plans originally approved by the Board. The motion carried with Mr. Bray abstaining.

TEMPORARY STRUCTURES IN LAKE AUSTIN FOR LOOP 360 BRIDGE

Mr. Edward R. Westall, Project Manager, Clearwater Constructors, explained there is a need to place 8 temporary support structures in Lake Austin for the construction of the Loop 360 Bridge. The supports will need to be left in the lake for 9 months starting in November 1980 through July 1981. They will only be using them for six months, but the other three months will be needed to place the structures in the lake and remove them. They will be painted a fluorescent orange and be lighted at night to avoid any collisions.

Mr. Bray asked about the riff-raff that has been pushed into the lake by another contractor. Mr. Westall explained that the Texas Highway Department was the responsible agency to contact about this. Mr. Ehrler stated that staff

ADDENDUM TO BOAT DOCK OWNERSHIP DECLARATION

SP-3-87-8873

FOR

6.51

THE CLIFF OVER LAKE AUSTIN II

2-67-3547

SP-3-87-8873

5541

37.00

THE STATE OF TEXAS
COUNTY OF TRAVIS

This Addendum to Boat Dock Ownership Declaration made to be effective the 31st day of July, 1981, by the undersigned,

WITNESSETH:

WHEREAS, on October 2, 1980, The Moody Corporation, a Texas corporation ("Developer") executed a Boat Dock Ownership Declaration for The Cliff Over Lake Austin-II (the "Declaration") filed at Volume 7122, Page 727, of the Deed Records of Travis County, Texas, granting to Eighteen (18) lots in The Cliff Over Lake Austin II, a subdivision in Travis County, Texas, the right to apply for permits to build boat docks;

WHEREAS, the Declaration referred to Bylaws attached thereto as Exhibit B but through an omission no Bylaws were attached to the Declaration;

WHEREAS, the undersigned are all the owners of lots in The Cliff Over Lake Austin-II which are affected by the Declaration;

NOW THEREFORE, the undersigned make this Addendum to the Declaration declaring that the Bylaws attached hereto are and shall be the Bylaws described as Exhibit B in the Declaration and shall be a part thereof as if they had been attached to the Declaration as originally filed.

THE MOODY CORPORATION

NO SEAL

By

John L. Baker
President, The Moody Corporation

DEED RECORDS
Travis County, Texas

7557 709

MECH 2



MEMORANDUM

TO: Parks and Recreation Board

FROM: Michael J. Heitz, AIA, Director
Parks and Recreation Department

DATE: October 20, 1994

SUBJECT: Girls' Fastpitch Softball Complex

On Tuesday, October 18, 1994, the Land and Facility and Programs subcommittees of the Parks Board met to consider the options available for providing a way to assist girls' fastpitch softball.

After discussion, the committees passed a joint recommendation to the Parks Board as follows:

On a temporary basis until a permanent location can be found, the girls' fastpitch program continue to use Williams Field and have access to all currently unscheduled time on one or both Butler Fields on a reduced rental basis provided funds for the rentals do not come from existing Parks and Recreation budgets.

The Department supports this resolution as it provides a satisfactory short term answer to the needs of the girls' fastpitch program, protects the programming and integrity of the Athletics Enterprise Fund, and allows time to develop a long term solution to this issue as well as look at the needs of all youth sports.


Michael J. Heitz, AIA, Director
Parks and Recreation Department

MJH:my

BYLAWS
THE AUSTIN PARKS AND RECREATION BOARD
AUSTIN, TEXAS

ARTICLE I.
Name

The name of this Board shall be the Austin Parks and Recreation Board of the City of Austin, Texas.

ARTICLE II.
Purpose

The purpose of this Board shall be to advise the Austin City Council and City Manager on matters pertaining to the acquisition, development, sound management, maintenance and use of parks, recreational facilities and leisure services owned or controlled by the City of Austin. The Board shall establish guidelines to govern its activities.

ARTICLE III.
Members

Section 1 The Board shall be composed of nine members, appointed by the Austin City Council, two with Navigation expertise.

Section 2 Any resident of the City of Austin known to be interested in public parks and public recreation and the proper use of the leisure time of the people of the City, shall be eligible for appointment to the Board.

Section 3 Appointments shall be made in June of each year for a two-year period, with the Board members to assume their duties at the first regular meeting in June of each year. A term will expire June 1 of the second year thereafter. If the City Council does not make appointments in June for any reason, the Board Member may continue to fulfill that slot on the Board until the new appointment is made. Four members will be appointed in odd numbered years and five members in even numbered years.

Section 4 Any member desiring to resign from the Board shall submit a letter of resignation to the Chairperson of the Board and to the Mayor and Councilmembers. Vacancies on the Board will be filled by the City Council, with the appointee to serve for the remainder of the term for which the member was originally appointed.

Section 5 The City Council may appoint members emeriti who, by their expertise in parks and recreation matters, shall serve to advise the Board. A member emeritus may participate in debate, but shall not have the right to vote or make or second motions.

Section 6 A member who, except in the case of illness, misses three

meetings in a twelve month period shall, by ordinance, be removed from the Board.

ARTICLE IV. Officers

- Section 1 The officers of the Board shall be a Chairperson, Vice Chairperson and Secretary/Parliamentarian.
- Section 2 The officers shall be elected by the Board at the first regular meeting two months after the annual appointment of members by the City Council to serve for a one year period, or until their successors are elected. The term of office shall begin at the first regular meeting following election.
- Section 3 No member shall hold more than one office at a time.
- Section 4 The Chairperson shall serve to preside at meetings of the Board, and to represent the Board at ceremonial functions. For all other actions, the Chairperson must have the approval of a majority of the entire Board in order to act.
- Section 5 The Vice Chairperson shall serve to preside at meetings of the Board, when the Chairperson is absent, and to represent the Board at ceremonial functions when asked by the Chairperson. For all other actions, the Vice Chairperson must have the approval of a majority of the entire Board in order to act.
- Section 6 The Secretary/Parliamentarian shall serve to preside at meetings of the Board, when both the Chairperson and Vice Chairperson are absent, and to maintain the order of meetings as described in Robert's Rules of Order.
- Section 7 The Chairperson may cast a vote on any issue that comes before the Board.

ARTICLE V Meetings

- Section 1 The regular meetings of the Board shall be held on the second and fourth Tuesday nights of each month, unless otherwise determined by the Board. Additional information meetings for Board Members may be scheduled by the Chairperson, but these meetings are not considered regular meetings for attendance purposes and no business will be conducted. The evening meetings shall have a time limit of 11 p.m.
- Section 2 The first regular meeting before the annual report is due to City Council shall be known as the annual meeting, and shall be for the purpose of reviewing the annual report and for any other business that may arise.
- Section 3 Special meetings may be called by the Chairperson, and shall be called upon by a written request from three members of the Board. The purpose of the meeting shall be stated.

call. Except in cases of emergency, at least three days notice shall be given for a special meeting.

Section 4 A majority of the current voting membership of the Board shall constitute a quorum.

Section 5 The deadline for submission of proposed agenda items is 10 days prior to the meeting.

ARTICLE VI Committees

Section 1 The Board shall establish and maintain the following three standing committees: 1) Navigation; 2) Programming; and 3) Land and Facilities.

Section 2 Each standing committee shall consist of at least three members of the Board appointed by the Chairperson, and a Parks and Recreation Department staff member appointed by the Director. This staff member is an ex officio and non-voting member of the committee.

Section 3 The Chairperson of the entire Board shall appoint the Chairperson of each committee from among the members of that committee with the member's consent.

Section 4 Each standing committee will meet on a regularly scheduled basis at least once a month.

Section 5 Each standing committee shall be required to make a formal annual report to the Board at an annual Board retreat to be held in August. The committee's annual report will include but not be limited to short and long term planning, progress under CIP funding and the effects of programming on the operating budget.

Section 6 Each committee shall be responsible for reviewing proposals made by members of the Board, Parks and Recreation Department staff and private citizens regarding the respective areas of responsibility, prior to their presentation to the Board.

Section 7 Recommendations shall meet the following requirements before submission to the Board for its consideration and approval:

A. Develop short and long range plans for major areas within Board jurisdiction.

B. Document relevant citizen input, from inception through each developmental stage of the proposal.

C. Presentation shall be organized in such a manner that related materials are clearly defined. Historical precedents, when applicable, should be explained carefully. It is possible for some items to be presented by the Board as

- D. Review by Parks and Recreation Department staff.
- E. Minority reports may be submitted by any Board member.

Section 3 In addition to the standing committees, special committees shall be appointed by the Chairperson on approval of the Board, from time-to-time, as necessary to carry out the work of the Board.

Prior notice of intent to make such appointment shall be provided to all board members.

Section 9 The Chairperson shall be an ex-officio, non-voting member of all committees.

ARTICLE VII Parliamentary Authority

The rules contained in the current addition of Robert's Rules of Order Newly Revised, shall govern the Board in all cases to which they are applicable, except when inconsistent with these bylaws or with special rules of order which the Board or City Council may adopt.

ARTICLE VIII Amendment of Bylaws

These bylaws can be amended at any regular meeting of the Board by a two-thirds vote of the members present, if a quorum is present, provided that the amendment has been submitted in writing at the previous regular meeting.

Revised and Adopted by Parks and Recreation Board on August 19, 1992.

Council to nine members, is hereby waived as it applies to the Music Commission.

('81 Code, § 10-6-2) (Ord. 900628-G)

§ 2-4-397 PROCEDURES.

(A) The Music Commission shall meet no less than once a month, and more frequently as may be determined by the Commission.

(B) A quorum of the Music Commission shall consist of a majority of active members in good standing.

(C) Vacancies in an unexpired term shall be filled by Council for the remainder of the term.

(D) The Music Commission may establish rules, regulations or bylaws for Commission procedures.

('81 Code, § 10-6-3) (Ord. 900628-G)

§ 2-4-398 DUTIES.

The Music Commission duties shall be advisory and shall include:

(A) Continuing to study the development of the music industry and providing additional assistance needed to implement additional programs as necessary to meet the needs created by the development of the industry.

(B) Holding public hearings on such matters as affect the music community and industry in Austin and making recommendations on the findings of such hearings to the City Council.

(C) Reviewing ~~any and~~ all other matters which may affect or influence ~~the~~ music industry in Austin which are in keeping with the stated goal of enabling Austin's musicians to achieve national status in the practice of their profession while remaining in Austin, and making appropriate recommendations to City Council;

(D) Advising the City Council on the implementation and development of an Austin Music Channel on the local cable television system in the following ways:

(1) Recommend policies regarding technical quality of programming, and programming

time allocations.

(2) Recommend and explore means to raise funds, in compliance with Chapter 8-3 of the City Code, and other applicable law, to be applied toward costs associated with the channel.

('81 Code, § 10-6-4) (Ord. 900628-G; Am. Ord. 920123-G)

§ 2-4-399 CONFLICT OF DUTIES.

(A) The administration, supervision and enforcement of all contracts relating to the Music Channel shall be discharged by the City Manager, or by his/her designee. The City Manager or his/her designee shall have the duty to inform the Music Commission of any developments relating to the Commission's advisory duties.

(B) To the extent that duties set forth in this Article conflict with duties of the Austin INET/XNET Authority (cable television), this Article shall take precedence.

('81 Code, § 10-6-5) (Ord. 900628-G; Am. Ord. 920123-G)

ARTICLE XIX. PARKS AND RECREATION BOARD

§ 2-4-410 CREATED.

There is hereby created a Parks and Recreation Board.

('81 Code, § 10-4-21)

~~Cross-reference:~~

Parks and recreation, see Title XI

§ 2-4-411 MEMBERS.

The Parks and Recreation Board shall be composed of nine citizens of the city who are known to be interested in public parks and public recreation and the proper use of the leisure time of the people of the city, and two of these members shall be knowledgeable in navigation matters; and the Director of Parks and Recreation, the Director of Public Works and Transportation, the Director of Finance and the City Attorney, shall be ex officio members of the Board. The citizen members shall be appointed by the City Council to two-year staggered terms, with the terms of

Departments, Boards, Commissions, Authorities, and the Life

five of such Board members expiring June 1 of odd-numbered years and the other four terms expiring June 1 of even-numbered years. The citizen members shall serve without pay.

('81 Code, § 10-4-22) (Ord. 910110-H)

Board and approved by the City Council, without submitting such changes to both the Board and the City Council for approval.

('81 Code, § 10-4-24)

§ 2-4-12 ORGANIZATION AND MEETINGS.

The Parks and Recreation Board shall meet for organization immediately after appointment of its members. The Board shall adopt such rules and regulations as it deems best to govern its actions, subject to the general laws of the state, this code and any other ordinances of the city and other action of the City Council.

('81 Code, § 10-4-23)

§ 2-4-14 COOPERATION WITH CITIZENS, AGENCIES, AND THE LIFE.

The Parks and Recreation Board shall at all times seek to promote close cooperation between the city and all private citizens, institutions and agencies interested in or conducting recreational activities, to the end that all recreational resources within the city may be coordinated to secure the greatest public welfare.

('81 Code, § 10-4-25)

§ 2-4-13 FUNCTIONS GENERALLY.

(A) The Parks and Recreation Board shall act generally in an advisory capacity to the City Council and the City Manager, in the acquisition, development, improvement, equipment and maintenance of all parks and public playgrounds owned or controlled by the city within and without the city limits. It shall be the duty of the Board subject to such organization and activities set up as the Board may itself determine, within its own organization, to advise the City Manager and City Council concerning the future development of the public parks, playgrounds and recreational facilities of the city, to study and recommend the purchase of additional land and sites therefor, and further to advise the City Council concerning improvements in the maintenance, operation and general welfare of the public parks, playgrounds and recreational facilities and the use of the same by the public.

(B) With reference to the development of any new parks and playgrounds, it shall be the duty of the Parks and Recreation Board to outline the general plan of development, including landscaping, roads, trails, buildings and equipment, which plans shall be submitted to the City Planning Commission and the Department of Public Works for detail development, and such plans shall then be submitted to the City Council for adoption or change as may be advisable. Upon the completion of any such plans or programs for any parks or recreational facilities now acquired or to be acquired, it shall not be lawful for any employee or department of the city to deviate from such plans or

ARTICLE XXX RENAISSANCE MARKET COMMISSION

§ 2-4-420 RENAISSANCE MARKET COMMISSION.

(A) There is hereby established a Renaissance Market Commission. Such Commission shall be composed of seven members, appointed by the City Council. Said members shall be appointed to two-year staggered terms.

(B) The City Manager shall provide the appropriate administrative support to assist the Renaissance Market Commission in its endeavors.

(C) The members of the Renaissance Market Commission shall meet for organization immediately after the members have been appointed. The Commission shall select its Chairperson and appoint such committees as it may, from time to time, determine necessary for the proper performance of its duties.

(D) The Renaissance Market Commission shall adopt such rules and regulations as it deems best to govern its actions, subject to the general laws of the state, this Code, the Charter, and any other ordinances of the city and other action of the City Council and shall comply with Tex. Rev. Civ. Stat. Ann. art. 6252-17, also known as the Texas Open Meetings Act. The Commission shall meet not less than once a month. It

**1993-94 PARKS AND RECREATION BOARD GOALS
BY COMMITTEE**

Concessions Committee

1. Study train concession in Zilker Park.
2. Refine concession policy and submit it to Austin City Council for adoption.

**ad hoc Concessions Committee Membership
1993-94**

**Erma Linda Cruz-Torres
Marianne Dwight**

Land and Facilities Committee

1. Develop policy for public access for the Barton Creek Greenbelt.
2. Develop master plan for Bull Creek Greenbelt for connectivity of park acquisition.
3. Implement project review process through all phases. Status on all projects in process monthly or quarterly.
4. Follow status of all facilities and land acquisition projects approved by voters in the bond election, utilizing Community Development Block Grants (CDBG) funds where appropriate. Implement project review process through all phases. Status on all projects in process monthly or quarterly.
5. Develop master plan for Colorado River Park.
6. Work with neighborhood to develop plan for \$100,000 of improvements at RBJ park to be constructed in 1994.

Next year's Land and Facilities Committee goals and objectives will add the following:

1. Advocate for regular use of CDBG funding for parks projects.

**Land and Facilities Committee Membership
1993-94**

**Eleanor McKinney, Chair
Erma Linda Cruz-Torres
Marianne Dwight
Doug Johnston**

Navigation Committee

1. Monitor the number of water craft on Town Lake in order to have information for planning and to prevent overcrowding.
2. Continue working for the removal of safety hazards in Town Lake, Lake Austin, and Lake Walter E. Long.
3. Work to develop a plan for emergency closing of Lake Austin by boat and recreation traffic during emergency closing.
4. Identify safety hazards on Lake Austin by monitoring Lake Austin with Park Police and receiving their input and mark hazards for reasons of public safety.
5. Work to remove problems of congestion (parking and boat traffic) at the Walsh Boat Landing ramp on Lake Austin.
6. To stress the continued decrease of gasoline powered engines on Town Lake and monitor the use of power boats on the lake. Request electric motors to be used when possible. Decrease the number of waivers issued for the use of gasoline powered boats on Town Lake. Benchmark established in 1991-92 with monitoring to continue in 1993-94.
7. To develop a set of recommendations for private property in the upper portion of Lake Austin to minimize loss and damage of property during flood conditions on Lake Austin.
8. To work with the City and staff to develop a permanent facility for Lake Patrol on Lake Austin.

Next year's Navigation Committee Goals and Objectives will remain the same with the exception of dropping #3.

**Navigation Committee Membership
1993-94**

**Ron Cartlidge, Chair
Phil Friday**

Program Committee

1. The Programs Subcommittee will become more involved and support:
 - * City Council's number one priority, Youth, Families and Neighborhood Vitality.
 - * Parks and Recreation Department budget issues
 - * Support staff in their endeavors and expect the same in return
 - * Volunteer at Special Events
 - * Work more closely with PARD Advisory Board and support groups
2. The Programs Subcommittee will assist the Parks and Recreation Department in creating a mechanism for a formal reporting structure that will:
 - * Create/standardize guidelines for the operation of all advisory boards and support groups
 - * Establish a reporting structure outlining working relationships with representatives of all advisory boards, Parks Boards and staff.
 - * Establish a formal organization chart outlining the Parks and Recreation reporting structure

**Programs Committee Membership
1993-94**

**Erma Linda Cruz-Torres, Chair
Rocky Medrano**

**PARKS AND RECREATION DEPARTMENT
1994-95 WORKPLAN
DRAFT**

MISSION: To protect and enhance the City's recreational resources and ensure access to a variety of quality services, facilities, and leisure opportunities for the residents of Austin and its visitors.

VISION: To make people happy through quality services and beautiful parks.

GOAL 1:

To enhance customer experiences in parks and Parks and Recreation Department facilities.

Objectives:

1. To improve customer experiences through documented continuous improvement processes by 9/95.

Strategies:

- a. To add additional standards for two more service functions.

New Resource Requirements: None

- b. To use continuous improvement processes in creating partnerships between recreation centers and neighboring school sites for programs.

New Resource Requirements: None

- c. To meet Youth, Family, and Neighborhood Vitality programmatic performance standards by 1995.

New Resource Requirements: None

2. To improve customer experiences through improvement of image and safety of parks and facilities as determined by 1996 customer satisfaction survey rating of 85% or more.

Strategies:

- a. To continue inventory of condition of infrastructure with semi-annual and annual progress reports.

New Resource Requirements: None

- b. To maintain all parks and facilities to budgeted service levels.

New Resource Requirements: None

c. To maintain up-to-date critical vehicle replacement list.

New Resource Requirements: None

d. To reduce the number of Park Police complaints in quarterly reports.

New Resource Requirements: None

e. To decrease the number of citizens assaulted in PARD facilities as noted in offense reports.

New Resource Requirements: None

e. To decrease the number of boating accidents on city waterways reported on accident reports.

New Resource Requirements: None

f. To open new golf course with revenue-supported operation and debt service.

New Resource Requirements: None

g. To renovate State Theatre as a performing arts facility with management contract issued if purchase is secured.

New Resource Requirements: None, unless contract requires modification

h. To identify Downtown Museum project manager, architect, and plan to address gap in funding by 9/95.

New Resource Requirements: None, unless contract requires modification

i. To increase cultural program participation in high risk neighborhoods.

New Resource Requirements: ?

3. To improve customer experiences through the Capital Improvement Program by timely completion of projects in 1995.

Strategies:

a. To check on timely completion of all projects on budget quarterly and annually.

New Resource Requirements: None

b. To implement all approved plans for ADA improvements required by PARD transition plan for 1994-95 with semi-annual and annual review.

New Resource Requirements: None

c. To complete all in-house construction projects on time and on budget.

New Resource Requirements: None

GOAL 2:

To invest in the workforce through empowerment:

Objectives:

1. Establish employee and customer surveys regarding empowerment by 9/95.

Strategies:

a. To develop and implement a system for employee suggestions and complaints by 9/95 with 40 responses each, 100% acted on.

New Resource Requirements: \$250 for boxes and locks

b. To survey employees' education needs and empowerment levels by 3/95, 100% distribution and 50% return.

New Resource Requirements: To be determined

c. To survey customers annually regarding empowerment with 100% distribution and 200 responses.

New Resource Requirements: To be determined

2. To establish PARD training and empowerment benchmarks by 9/95.

Strategies:

a. To benchmark other cities regarding empowerment by 1/95.

New Resource Requirements: None

b. To establish employee empowerment benchmark in PARD and identify trends in turnover, training and leadership by 9/95.

New Resource Requirements: None

3. To refine and expand reward and recognition of PARD employees.

Strategies:

a. To encourage promotion from within by 9/95
New Resource Requirements: None

b. To recognize and reward employees by 7/95.
New Resource Requirements: To be determined

c. To develop a jobs career wheel by 9/95.
New Resource Requirements: To be determined

GOAL 3:

To improve communication with internal and external customers.

Objectives:

1. To increase use of continuous improvement teams in key processes from 4 to 8 by 9/95.

Strategies:

a. To implement continuous improvement teams on Cultural Facilities Policy, Cash Management Policies, Guidelines for Support Groups, Tracking Goals and Objectives, Quality Award.
New Resource Requirements: None

b. To document through story boards and video and computerized tracking reports.
New Resource Requirements: None

2. To assess readiness and prepare Austin Quality Award application (if appropriate) by deadline (Spring 1995).

Strategies:

a. To document performance measures indicating success.
New Resource Requirements: None

b. To highlight innovative award-winning programs by deadline.
New Resource Requirements: None

c. To document quality improvements through storyboards, video, survey data.
New Resource Requirements: None

- d. To implement team for application if appropriate.
New Resource Requirements: None

3. To improve communications with customers through on-going training and improved materials.

Strategies:

- a. Continue training program in PR and media relations for field staff, training to be completed by 6/95.

New Resource Requirements: None

- e. Implement ad-supplemented city-wide brochure by Spring/Summer with end of winter distribution; track responses.

New Resource Requirements: To be determined by response to RFP

4. To continue coordination with other departments to reduce to 5 per year uncoordinated intrusions in PARD activities.

Strategies:

- a. Hold quarterly meetings with other CIP-funded departments to coordinate design and contracting; report semi-annually.

New Resource Requirements: None

- b. Hold monthly division meetings and weekly key staff meetings.

New Resource Requirements: None

- c. Use SIP teams that involve all staff levels and some customers, documented in tracking system.

New Resource Requirements: None

GOAL 4:

To manage by results: collect and analyze data for performance measures.

Objectives:

- 1. Continue to collect data for performance measures in key process areas; increase from 5 to 8 by 9/95.

Strategies:

- a. Include citizen input in the CIP design for each project

New Resource Requirements: None

b. Coordinate budget and CIP priorities with Parks and Recreation Board prior to submitting departmental documents
New Resource Requirements: None

c. Establish individual Recreation Center programs performance measures.

New Resource Requirements: None

2. Review and analyze data by 9/95, increase program areas from 5 to 8.

Strategies:

a. Update annual PARD Resource Inventory by 6/95.

New Resource Requirements: None

b. Update monthly CIP status report.

New Resource Requirements: None

d. Automate performance indicator data by 9/30/95.

New Resource Requirements: None

3. Implement performance measures in key process areas by 9/30/95, increase from 5 to 8.

Strategies:

a. Implement measures in the three key process areas above by 9/30/94.

New Resource Requirements: None

b. Continue to implement departmental and programs division Internal Audit recommendations and track audit follow-up quarterly with focus on fiscal management.

New Resource Requirements: None

GOAL 5:

To meet Council's goals pertaining to diversity: affirmative action, purchasing/procurement, disparity.

Objectives:

1. To meet or exceed 15% M/WBE purchasing requirement by 9/95.

Strategies:

a. To report quarterly on M/WBE purchasing to ensure meeting objective.

New Resource Requirements: None

2. To maintain a workforce that represents the community's ethnic diversity, maintain or improve current % of each type.

Strategies:

a. To train 30% of the workforce in diversity by 9/30/95.

New Resource Requirements: None

Youth Athletic Council

Purpose: Established by the City Council to coordinate the efforts of all Youth Sports Programs in the City of Austin, by providing a mechanism for the exchange of information between the City and the sponsoring organizations

Who: 26 Organizations representing baseball, T-ball, softball, soccer, basketball, flag football and tackle football.

Presently serve over 26,000 youth, including approximately 800 girls

How are fields allocated?: Historically, sponsoring organizations request space for fields on City property. When space is found, the sponsoring organizations funds and constructs the improvements.

Only recently has the city constructed fields for organizations and these fields are approved through the CIP process.

What does City of Austin provide?: City of Austin provides land, and budgeted utilities, maintenance of existing lights, and limited field pest control and aerification. The utility budget is currently \$130,675, which is estimated to be short an additional \$30,000 during the FY 94-95 fiscal year.

What do the organizations provide?: Maintenance and improvement of the fields and structures, trained and certified coaches, as well as, concessions and management of all league and tournament play.

PARD Softball Enterprise Fund

Establishment: On November 3, 1988, City Council awarded management of the adult softball program to the Parks and Recreation Department, based on the Parks and Recreation Department's RFP response and its final and best bid offer. Management of the program required approval of an ordinance establishing an enterprise fund for the program and amending the FY 1988-89 Operating Budget to appropriate funds for the Enterprise Fund

Who: The Enterprise Fund provides League and Tournament play for 2000 adult softball teams (age 16 and up) whose entry fees pays for the expense of the program and maintenance of the fields.

The Fund also provides league and tournament play for the Austin Independent School District, UIL girls fastpitch league each spring, as well as state and regional tournaments.

Field allocation: As a part of the Council action of 1988 the Krieg Complex, (11 fields), Havins Complex, 3 fields, East & West Bartholomew, and the Butler Ballfields (2 fields), were designated as Enterprise Fields.

What does City of Austin provide?: City of Austin provides management and operation, maintenance and concessions.

Option 1

Butler and Williams field operation and maintenance remains with the Parks and Recreation Department.

- No Impact to the City of Austin
- Girls softball continues to use Williams Field and practice at Gillis

Option 2

Butler and Williams field operation and maintenance given to Austin Silver Travelers for girls softball complex.

- nights in the spring and summer when the demand for adult leagues will exceed the remaining available space
- an additional General Fund expense of \$15,000-\$20,000 for YAC utilities, assuming group will accept responsibility for the maintenance of fields as other Youth Athletic Council groups
- an additional General Fund expense of \$10,000, if fields are maintained by the Department
- potential Net loss of between \$20,000 to \$30,000 to the Athletics Enterprise Fund
- displacement of 90 Adult League Teams, of which only approximately 1/3 can be relocated
- displace a 44 year old Fastpitch softball program

Option 3

Butler Fields operations and maintenance remain under the jurisdiction of the Softball Enterprise Fund with the cooperative effort with South Austin Little League (SALL) to supplement their Spring/Summer program to accommodate an additional 200 youth.

Austin Silver Travelers will gain the operation and maintenance of the Barton and Jaycees, and Wright Fields on Robert E. Lee Street.

Impact to the City of Austin:

One time renovation costs

- Upgrade of Barton and Jaycee fields (currently flag football fields)
 - Backstop installation \$20,000
 - Light upgrade \$5,000
 - Infield installation \$5,000
 - Outfield fencing \$20,000
 - Bleachers \$5,000
- Mobile Concession for joint use \$30,000

Operational Costs

- Addition utility expense to the Youth Athletic Council allocation
 - Utilities at Barton, Jaycee \$15,000
 - Utilities at Butlers (for SALL) \$5,000

Without appropriate funding this option is not viable!





MEMORANDUM

TO: Parks and Recreation Board
Environmental Board

FROM: Michael J. Heitz, AIA, Director
Parks and Recreation Department

SUBJECT: 1993-94 Annual Concession Report

DATE: October 19, 1994

In accordance with City of Austin Ordinance No. 89-126-P, known as the Town Lake Ordinance, attached is the 1993-94 Annual Concession Report, the fifth annual review of concessions on Town Lake. The Town Lake Ordinance requires that an annual report concerning the status of concessions in Town Lake Park, including the Zilker Park area, be prepared by the Parks and Recreation Department and presented to the Parks Board and the Environmental Board.

Within 30 days of receipt of the report, you are required to make a recommendation to Council regarding appropriate concessions in Town Lake Park, the status of existing concessions and the advisability of issuing Requests for Proposals (RFP) for any new concessions.

If you have any questions, please contact me at 499-6717.


Michael J. Heitz, AIA, Director
Parks and Recreation Department

cc: Mayor Bruce Todd
City Council Members
Jesus Garza, City Manager
Oscar Rodriguez, Assistant City Manager



Town Lake Concessions



1993-94 Annual Concession Report

City of Austin
Parks and Recreation Department

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I. Introduction

City of Austin Ordinance No. 890126-P, known as the Town Lake Ordinance, requires that an annual report concerning the status of concessions in Town Lake Park, including the Zilker Park area, be prepared by the Parks and Recreation Department and presented to the Parks and Recreation Board and the Environmental Board in October of each year. The report shall describe the current concessions in Town Lake Park, including operations, sales and revenues for the prior fiscal year, along with any issues or problems that may have arisen. In addition to current concessions, any information regarding new concessions in Town Lake Park shall be presented as well. The Parks and Recreation Board and the Environmental Board shall then make a recommendation to the City Council within 30 days of receipt of the report regarding appropriate concessions in Town Lake Park, the status of existing concessions and the advisability of issuing Request for Proposals (RFP) for any new concessions.

The following report represents the fifth annual review of concessions in Town Lake. Temporary concessions, defined as those involving no permanent facilities and having a contract term shorter than one year, are not included in this report. During the last year three proposals for new concessions were received during the annual solicitation period, however, they have not been reviewed therefore this report does not incorporate any recommendations for issuing RFP's for new concessions.

The report is scheduled to be presented to the Parks and Recreation Board on October 25, 1994 and the Environmental Board on November 2, 1994.

II. Current Concessions

There are currently seven concessions in Town Lake Park which have contracts of a year or more and have permanent facilities. Three of these concessions are boat related, one provides train rides, one provides a pitch and putt golf course, and one serves food and beverages. The three public boat related concessions along with private boat concessions provide a total of 123 boats for rent on Town Lake.

WOODEN ROWBOAT CONCESSION

The Wooden Rowboat Concession is the first new concession on Town Lake since the contract for Texas Rowing was awarded in August of 1987. The contract for the wooden rowboat concession was awarded to Mr. John Gallagher of South Sixth Street Boatworks on October 27, 1992. The concession is located on the south shore of Town Lake, immediately west of and adjacent to Dry Creek. The concession was originally scheduled to begin operations in October of 1993. In August of 1993 Mr. Gallagher informed the Parks and Recreation Department that he would not be able to begin operations in October of 1993. Mr. Gallagher is currently in the process of securing his financing and

receiving approval for his boat dock. The Land and Facilities and Navigation Committees will both have the opportunity to review the plans for the boat dock and make a recommendation to the full Parks Board. This concession is scheduled to begin operations in March 1995.

TOWN LAKE BOAT RENTALS

Town Lake Boat Rentals was forced to discontinue operations temporarily due to the South First Street bridge renovation beginning in the early Spring of 1991. Although a new site was agreed upon for interim operations during the bridge renovation, the concession did not open during that time. Following the bridge's completion, the concession did not reopen for business. The last payment received from the concession was the \$1,000 annual payment for the year 1991. That payment was received on January 20, 1992.

The Town Lake Boat Rental contract expired November 14, 1993. Mr. Miller, the concession owner, had requested an extension for his contract and that the contract be assigned to Mr. Avery Bengston. Staff worked with Mr. Miller on resolving the status of this concession, but Mr. Miller allowed the concession to expire. This concession is no longer operational and will not be renewed or reopened, therefore, it will not be included in any future annual reports.

CURRENT CONCESSIONS TABLE

The current concessions, gross sales, percentage of gross sales paid to the City and revenue paid to the City for fiscal year 1993-94 are shown in the following table:

Concession	Gross Sales	Commission	Revenue to City
1. Barton Springs Food Drink	\$215,634	38%	\$81,381
2. Butler Pitch & Putt	\$21,509	\$1,000/month	\$12,000
3. Lonestar River Boat	\$157,808	5%	\$7,881
4. Texas Rowing	\$34,135	10%	\$3,412
5. Wooden Rowboat Rentals	\$0*	1000/yr +2%/mo	\$0
6. Zilker Canoe Rentals	\$58,367	11%	\$6,421
7. Zilker Eagle Railroad	\$170,840	10%	\$17,084
(Souvenir Sales)	\$4,809	10%	\$481
Total	\$663,102		\$128,660

Gross sales for these concessions in 1993-94 were \$663,102 or 6% less than the 1992-93 sales, while revenue to the city was \$128,660 or 9% greater than in 1992-93. The City enjoyed an increase in revenues while the actual gross sales of the concessions decreased due to an increase in percentage payments to the City.

III. Concession Proposals

NEW CONCESSION IDEAS

In accordance with the Policy for Concessions on Parkland passed by the City Council on March 18, 1993 (see Attachment A), public input was solicited for new concession ideas on parkland. Advertisements were placed in the Austin American-Statesman and a letter soliciting input for new concession ideas was sent to each Parks and Recreation Department Board and Commission. Through this process, three new concession ideas were proposed. The ideas include the operation and management of the Barton Springs Gift Shop, coin operated drinking water dispensing machines, and a dinner cruise boat that would load and unload passengers from Walsh Boat Landing. Parks Department staff and the Parks Board Concession Committee will review the ideas received and will determine which of the ideas will be presented at a public hearing. See Attachment B for a timeline on this project.

EXISTING CONCESSIONS

Requests for Proposals (RFP's) for four of the Town Lake concessions were issued this year. The RFP's for the miniature train concession in Zilker Park and the paddlewheel boat were issued on March 14, 1994, and the RFP's for the canoe rental concession in Zilker Park and the rowing and sculling concession were issued on March 21, 1994.

Canoe Rental Concession

Three proposals were received for the canoe rental concession. An evaluation team made up of members from the City Parks and Recreation, Financial Services, and Purchasing Departments, the Parks and Recreation Board and the Design Commission reviewed the proposals and made a recommendation to the Parks and Recreation Department. Contract negotiations are currently underway to ensure that the issues of erosion control, safety, and American's with Disabilities Act compliance are addressed.

A Request for Council Action will be developed for review by the Parks and Recreation Board and the City Council. At this time, this item is tentatively scheduled to be on the November 3, 1994 Council Agenda.

Rowing and Sculling Concession

Only one proposal was received in response to the Request for Proposals issued for the operation of a rowing and sculling concession on Town Lake. The City is currently negotiating with the proposer to ensure that the issues of erosion control, safety, and American's with Disabilities Act compliance are addressed.

A Request for Council Action will be developed for review by the Parks and Recreation Board and the City Council. At this time, this item is tentatively scheduled to be on the November 17, 1994 Council Agenda. See Attachment C for a timeline on this project.

Paddlewheel Boat Concession

Only one proposal was received in response to the Request for Proposals issued for the operation of a rowing and sculling concession on Town Lake. The City is currently negotiating with the proposer to ensure that the issues of erosion control, safety, and American's with Disabilities Act compliance are addressed.

A Request for Council Action will be developed for review by the Parks and Recreation Board and the City Council. At this time, this item is tentatively scheduled to be on the November 17, 1994 Council Agenda. See Attachment C for a timeline on this project.

Miniature Train Concession

The same evaluation team that reviewed the proposals for the canoe rental concession, also reviewed the proposals received for the miniature train concession. As a result of the team's evaluation, the original solicitation was canceled and a new RFP was issued on September 12, 1994. The new RFP specified a 16 inch gauge track (the current gauge) and included more specific wording about conversion of the train to an alternate fuel source. The closing date for the RFP is October 25, 1994 at 11:00 a.m. A Request for Council Action will be drafted for this concession and presented to the Parks and Recreation Board for their review prior to Council action being taken. This item is tentatively scheduled to be on the Council Agenda on January 20, 1995. See Attachment C for a timeline on this project.

IV. Concessions Status

The following section of this report will discuss each of the permanent concessions with regard to each concession's location, contract term, general activities, sales, revenues, and commissions for the 1993-1994 fiscal year.

Barton Springs Food and Drink

Concessionaire

Mr. Willie Rodriguez
5000 Broken Bow
Austin, Texas 78745
(512) 444-5992
(512) 447-5872

Location

Zilker Park - near Barton Springs Pool

Hours of Operation

9:00 a.m. - 8:00 p.m., Monday - Friday
9:00 a.m. - 10:00 p.m., Saturday and Sunday

Sign Posted

Yes - menu

General Activities

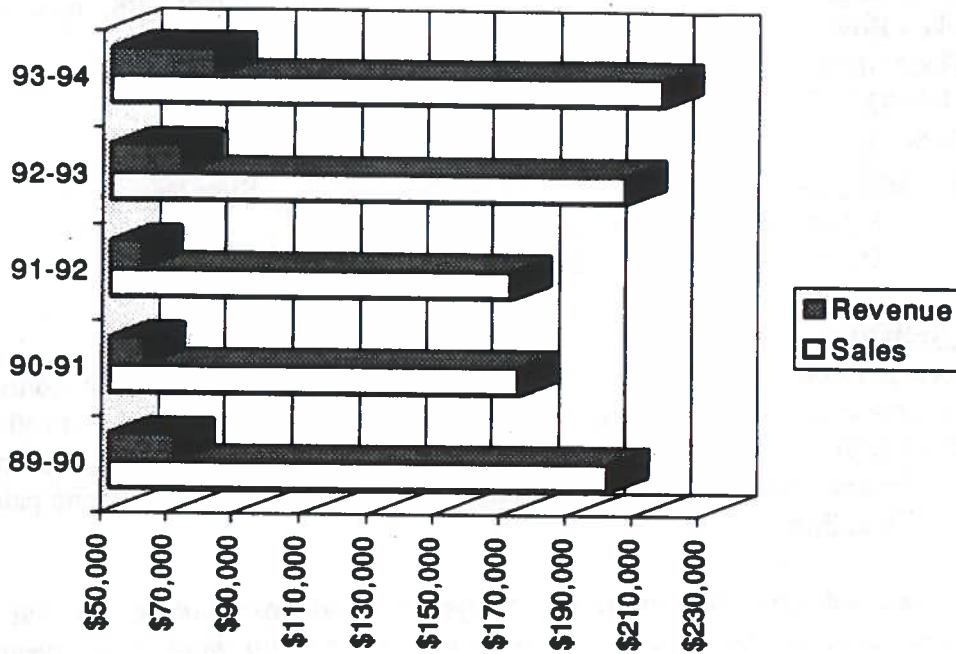
Barton Springs Food and Drink is the City's oldest concession. Mr. Willie Rodriguez of Rodriguez Concession, Inc. has been managing the concession since May 1, 1950. A five year contract with a five year extension option was awarded to Mr. Rodriguez on March 18, 1993. The new contract included an increase in the percentage of revenue paid to the City from 35% to 38%.

Mr. Rodriguez indicated the concession enjoyed a good year, but he felt that August revenues were unusually low because school started so early this year. Good weather and high attendance at Barton Springs Pool were two of the main factors contributing to the good year.

Graph 1 illustrates the annual sales and revenue to the City for Barton Springs Food and Drink for the past five fiscal years. Graph 1 also shows the increase in revenue to City as a result of the increase in the percentage of sales paid under the new contract. The increase in this year's sales over last year's is most evident in Table 1 which shows sales by month for each of the past five years. Sales by month for the past fiscal year are shown in Graph 3. On the page following the graphs, sales and revenue figures for the concession are given.

Barton Springs Food and Drink

Graph 1: Sales and Revenue



Graph 2: Sales by Month for FY 1993-1994

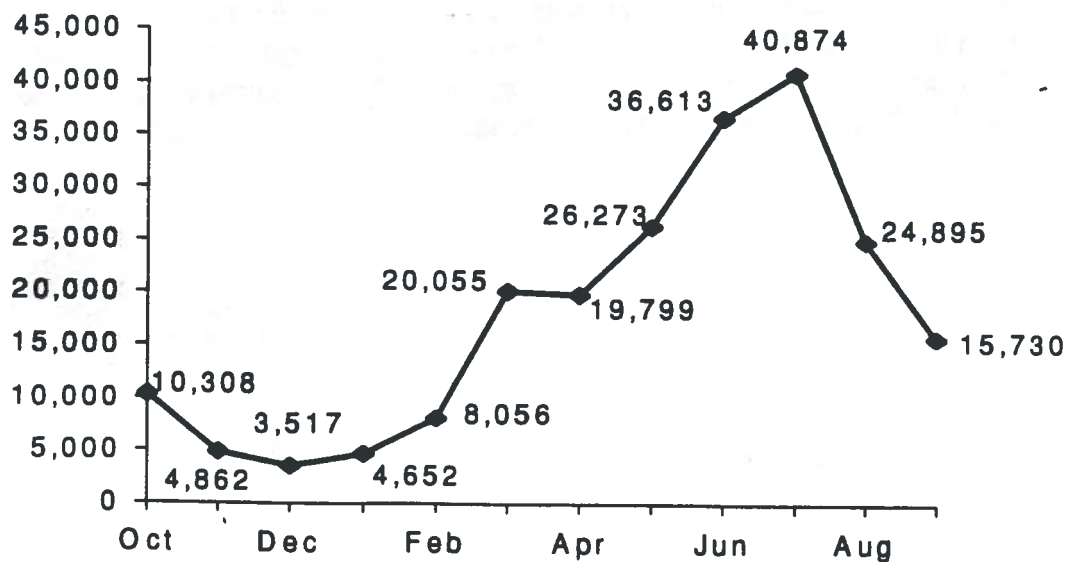


Table 1: Barton Springs Food and Drink Sales

	Sales 89-90	Sales 90-91	Sales 91-92	Sales 92-93	Sales 93-94
<i>October</i>	11,537	11,757	10,700	13,259	10,308
<i>November</i>	6,169	7,709	3,817	4,895	4,862
<i>December</i>	2,431	2,888	1,887	1,465	3,517
<i>January</i>	5,848	4,192	3,802	4,592	4,652
<i>February</i>	9,837	9,315	11,770	6,615	8,056
<i>March</i>	12,997	20,250	19,471	17,326	20,055
<i>April</i>	17,852	16,391	14,666	19,095	19,799
<i>May</i>	23,660	20,565	14,040	27,641	26,273
<i>June</i>	37,939	24,866	17,111	24,048	36,613
<i>July</i>	27,316	27,842	26,040	38,347	40,874
<i>August</i>	29,804	16,681	30,774	31,947	24,895
<i>September</i>	14,299	10,298	16,231	15,640	15,730
Total	\$199,689	\$172,753	\$170,309	\$204,870	\$215,634

Table 2: Barton Springs Food and Drink Revenue to the City

	Rev. 89-90	Rev. 90-91	Rev. 91-92	Rev. 92-93	Rev. 93-94
<i>October</i>	4,038	4,115	3,745	4,641	3,608
<i>November</i>	2,159	2,698	1,336	1,713	1,702
<i>December</i>	851	1,011	661	513	1,231
<i>January</i>	2,047	1,467	1,331	1,607	1,768
<i>February</i>	3,443	3,260	4,119	2,315	3,061
<i>March</i>	4,549	7,087	6,815	6,064	7,621
<i>April</i>	6,248	5,737	5,133	6,683	7,524
<i>May</i>	8,281	7,198	4,914	9,674	9,984
<i>June</i>	13,279	8,703	5,989	8,417	13,913
<i>July</i>	9,561	9,745	9,114	13,421	15,532
<i>August</i>	10,432	5,838	10,771	11,182	9,460
<i>September</i>	5,005	3,604	5,681	5,474	5,977
Total	\$69,891	\$60,463	\$59,608	\$71,704	\$81,381

Butler Pitch and Putt

Concessionaire

Mr. Winston Kinser
2600 Stratford Drive
Austin, Texas 78703
(512) 327-0761

Location

201 Lee Barton Drive
(512) 477-9025

Hours of Operation

8:30 AM until dark, seven days a week

Sign Posted

Yes

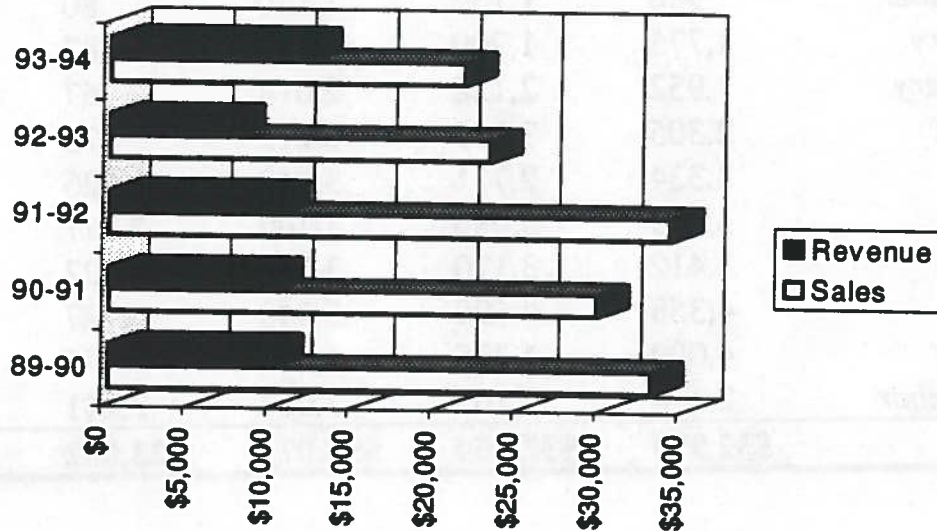
General Activities

Butler Pitch and Putt offers "par three" short irons golf to participants of all ages. The course was designed by the current concessionaire, Mr. Winston Kinser, and his brother in 1949. Opened in 1950, Butler Pitch and Putt is one of the City's oldest concessions. The Kinsers were awarded a five year contract with a five year extension option in April 1993. Under their new contract the Kinsers pay a flat rate of \$1,000 per month instead of 30% of gross sales. This change has increased the revenue to the City by \$4,648 over last year's figures. In addition to operating the concession, the Kinsers are responsible for the maintenance and upkeep of the course. This represents an annual approximate cost savings of \$20,000 to the City of Austin.

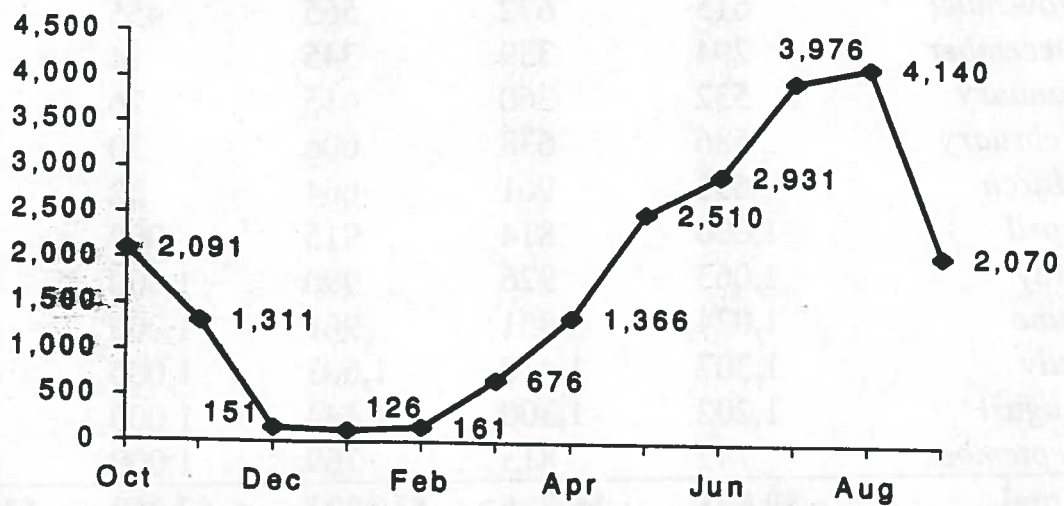
Revenues for Butler Pitch and Putt stem from two sources: golf fees and merchandise sales. The revenues of each source are combined to form gross sales. The price per round is \$3.75 for the first round, \$3.25 for the second, and \$2.25 for the third. Related merchandise, such as balls and tees, is available for sale with clubs available for rent at \$.75 per club... Graph 3 shows the sales of Butler Pitch and Putt and the resulting revenue to the City for the past five fiscal years, in addition to depicting the seasonal trend of sales. Graph 3 also shows the increase in revenues to the City as a result of the flat rate paid by the Kinsers under the new contract. Graph 4 further illustrates that the golf course sales are seasonally cyclical with the largest percentage of sales during the summer months. Following the graphs, monthly sales and revenue figures for the past five fiscal years can be seen.

Butler Pitch and Putt

Graph 3: Sales and Revenue



Graph 4: Sales by Month for FY 1993 - 1994



**Table 3: Butler Park Pitch and Putt Green Fees
and Merchandise Sales**

	Sales 89-90	Sales 90-91	Sales 91-92	Sales 92-93	Sales 93-94
<i>October</i>	2,780	2,041	3,152	2,985	2,091
<i>November</i>	2,051	2,238	1,883	1,517	1,311
<i>December</i>	980	1,132	1,150	80	151
<i>January</i>	1,775	1,200	1,384	87	126
<i>February</i>	1,952	2,128	2,018	67	161
<i>March</i>	2,305	3,205	2,212	73	676
<i>April</i>	3,334	2,711	3,049	1,526	1,366
<i>May</i>	3,545	3,086	3,300	2,977	2,510
<i>June</i>	3,412	3,170	3,204	3,027	2,931
<i>July</i>	4,358	4,699	5,348	4,127	3,976
<i>August</i>	4,009	4,335	4,813	4,375	4,140
<i>September</i>	2,474	2,709	2,564	2,241	2,070
Total	\$32,975	\$32,654	\$34,077	\$23,082	\$21,509

Table 4: Butler Park Pitch and Putt Revenue to the City

	Rev. 89-90	Rev. 90-91	Rev. 91-92	Rev. 92-93	Rev. 93-94
<i>October</i>	834	612	945	896	1,000
<i>November</i>	615	672	565	455	1,000
<i>December</i>	294	339	345	24	1,000
<i>January</i>	532	360	415	26	1,000
<i>February</i>	586	638	606	20	1,000
<i>March</i>	692	961	664	22	1,000
<i>April</i>	1,000	814	915	909	1,000
<i>May</i>	1,063	926	990	1,000	1,000
<i>June</i>	1,024	951	961	1,000	1,000
<i>July</i>	1,307	1,410	1,603	1,000	1,000
<i>August</i>	1,202	1,300	1,444	1,000	1,000
<i>September</i>	742	813	769	1,000	1,000
Total	\$9,891	\$9,796	\$10,222	\$7,352	\$12,000

Lone Star Riverboat

Concessionaire

Mr. Michael K. Pearce
P.O. Box 160608
Austin, Texas 78716

Location

101 South First
(512) 327-1388

Hours of Operation

Summer Hours (June - August):

Public rides: Tuesday - Sunday 5:30; Friday Night 10:30

Private charters: on a reservation basis

Fall and Spring Hours (Sept. - Nov. & March - May)

Public rides: Saturday - Sunday 3:00 p.m.

Private charters: on a reservation basis

Winter Hours (Dec. - Feb.)

Private charters: on a reservation basis

Sign Posted

Yes

General Activities

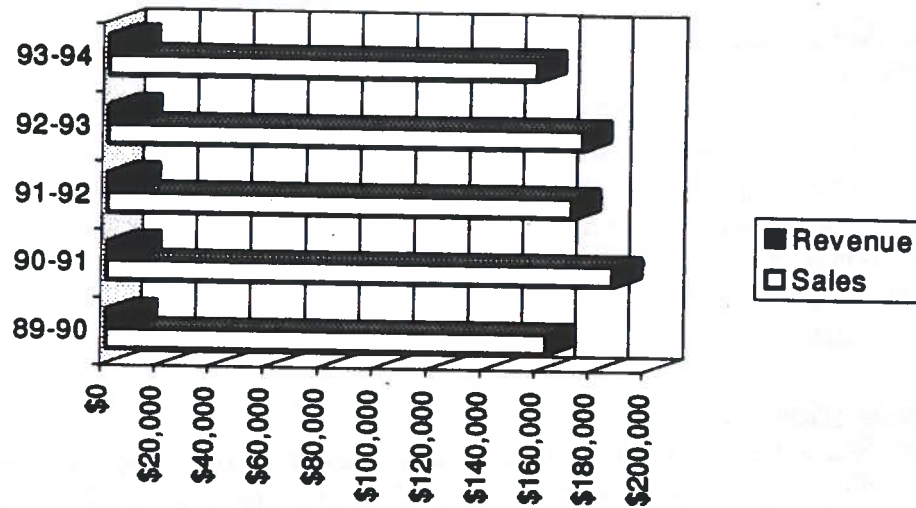
The Lone Star Riverboat is an old-fashioned style stern paddle wheel riverboat which has been providing rides on Town Lake since 1979. The current owner of the riverboat, Mr. Michael Pearce, purchased the boat from Mr. Jerry Snodgrass in June of 1987. Narrated tours of the lake, which last 1 1/2 hours, are available to the public Tuesday through Sunday at 5:30 p.m. A "Moonlight Cruise", which is not narrated, is offered on Friday nights at 10:30. Public rides are offered on Saturday and Sunday at 3:00 p.m. during off peak months. Prices for public rides are as follows: \$9.00 for adults, \$7.00 for seniors, and \$6.00 for children under twelve. Private charters occur on a reservation basis only and constitute approximately 75% of the concession's annual gross receipts. Catering is available on charters. Mr. Pearce indicated that he felt the concession had good year. He attributed the success in part to good weather. Mr. Pearce also said that he had fewer problems with vandalism this past year, but that the homeless people in the area are bothering his customers more than ever.

The contract for the Riverboat expired on November 9, 1993. A Request for Proposal was issued on March 14, 1994 for this concession, with one response received. The City is currently involved in contract negotiations with the proposer. A Request for Council Action will be developed for review by the Parks Board and the City Council. At this time, this item is tentatively scheduled to be on the November 15, 1994 Council Agenda.

The concessionaire currently pays the City 5% of gross sales. Graph 5 shows the relationship between sales and revenue to the City for the past five fiscal years. Sales follow a seasonal trend with the most amount of money earned in the spring and summer months. This is illustrated in detail in Graph 6 which shows sales by month for FY 1993-94. Following the graphs, monthly sales and revenue figures for the past five fiscal years can be seen.

Lone Star River Boat

Graph 5: Sales and Revenue



Graph 6: Sales by Month FY 1993 -1994

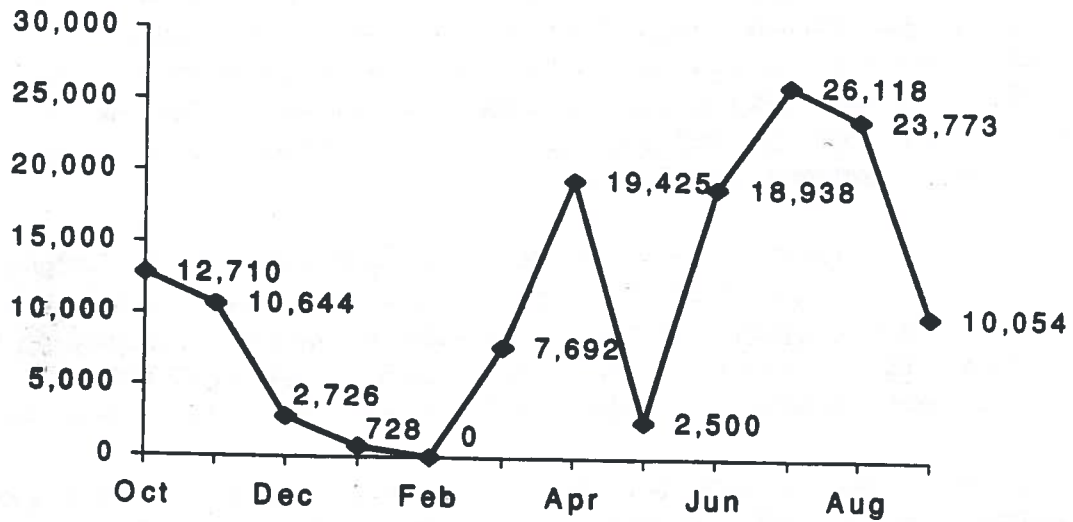


Table 5: Lone Star Riverboat Sales

	Sales 89-90	Sales 90-91	Sales 91-92	Sales 92-93	Sales 93-94
<i>October</i>	16,618	19,733	21,546	21,014	12,710
<i>November</i>	9,601	14,624	6,286	6,912	10,644
<i>December</i>	265	4,862	8,859	7,101	2,726
<i>January</i>	819	476	0	795	728
<i>February</i>	722	512	0	15	0
<i>March</i>	9,062	6,734	1,999	13,975	7,692
<i>April</i>	14,298	19,563	15,260	17,136	19,425
<i>May</i>	23,899	24,599	28,437	19,096	25,000
<i>June</i>	26,915	25,056	22,632	22,747	18,938
<i>July</i>	17,582	28,818	23,183	25,596	26,118
<i>August</i>	22,334	25,613	22,262	20,473	23,773
<i>September</i>	19,979	16,119	20,733	20,262	10,054
Total	\$162,093	\$186,708	\$171,197	\$175,122	\$157,808

Table 6: Lone Star Riverboat Revenues to the City

	Rev. 89-90	Rev. 90-91	Rev. 91-92	Rev. 92-93	Rev. 93-94
<i>October</i>	831	987	1,077	1,051	626
<i>November</i>	480	731	314	346	532
<i>December</i>	13	243	443	355	136
<i>January</i>	41	24	0	40	36
<i>February</i>	36	26	0	1	0
<i>March</i>	453	337	100	699	385
<i>April</i>	715	978	763	857	971
<i>May</i>	1,195	1,230	1,422	956	1,250
<i>June</i>	1,346	1,253	1,132	1,137	947
<i>July</i>	879	1,441	1,159	1,280	1,306
<i>August</i>	1,117	1,281	1,113	1,024	1,189
<i>September</i>	999	806	1,037	1,013	503
Total	\$8,105	\$9,335	\$8,560	\$8,759	\$7,881

Texas Rowing

Concessionaire

Mr. Wayland C. (Sam) Rivers
P.O. Box 50424
Austin, Texas 78703
(512) 478-7606
(512) 328-7180

Location

North shore of Town Lake off
Stephen F. Austin Drive

Hours of Operation

5:00 p.m. - 8:00 p.m. Monday - Friday
8:00 a.m. - 12:00 p.m. Saturday and Sunday

Sign Posted

Yes

General Activities

Texas Rowing provides rowing lessons for \$55 which includes one hour with an instructor and 2 additional hours of on-the-water training. Private coaching is available for \$25 per half hour. Shells are not rented to people without rowing experience. Many citizens of Austin utilize this concession several times each week as a part of their physical fitness schedule. According to Ann Marie Heilman, who works at the concession and is a United States Rowing Association Coach, rowing is an excellent way to deal with the tensions of life while achieving a solid cardiovascular workout in the beautiful setting of Town Lake. Unlimited rowing memberships are available on a one year, six month, or 3 month basis for \$400, \$250, and \$150 respectively. Corporate rates are also available upon request.

According to Ms. Heilman, safety is a primary concern especially for novice rowers. The first three hours of training received are all safety related. Novice rowers are given a safety manual to review and are then quizzed on specific techniques and scenarios. In addition, rowers are shown a map of Town Lake with special attention paid to congested and high traffic areas. Ms. Heilman stressed that safety is taken very seriously at Texas Rowing.

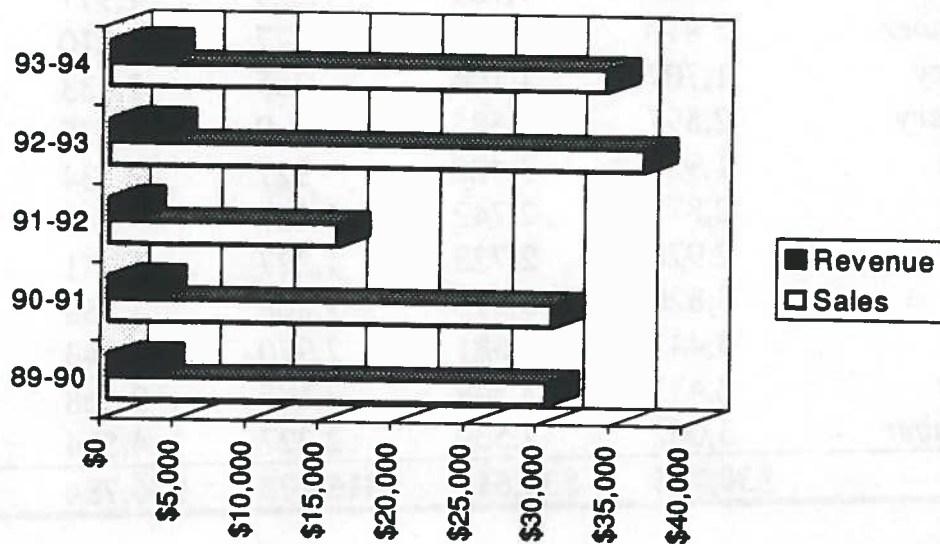
Ms. Heilman indicated that she felt the concession enjoyed a good year with the exception of August and September. According to Ms. Heilman, the hot weather kept a lot of rowers off the lake during those two months.

The contract for Texas Rowing expired on June 8, 1993. A Request for Proposal for this concession was issued on March 21, 1994, with one proposal received in response. The City is currently involved in contract negotiations for this concession.

The current commission rate of 10% is applied to gross sales each month resulting in revenue for the City. Graph 7 below illustrates the relationship between sales and revenue for the past five fiscal years. Sales for Texas Rowing are seasonally cyclical as shown in Graph 8. Following the graphs, monthly sales and revenue figures for the past five fiscal years can be seen.

Texas Rowing

Graph 7: Sales and Revenue



Graph 8: Sales by Month for FY 1993-1994

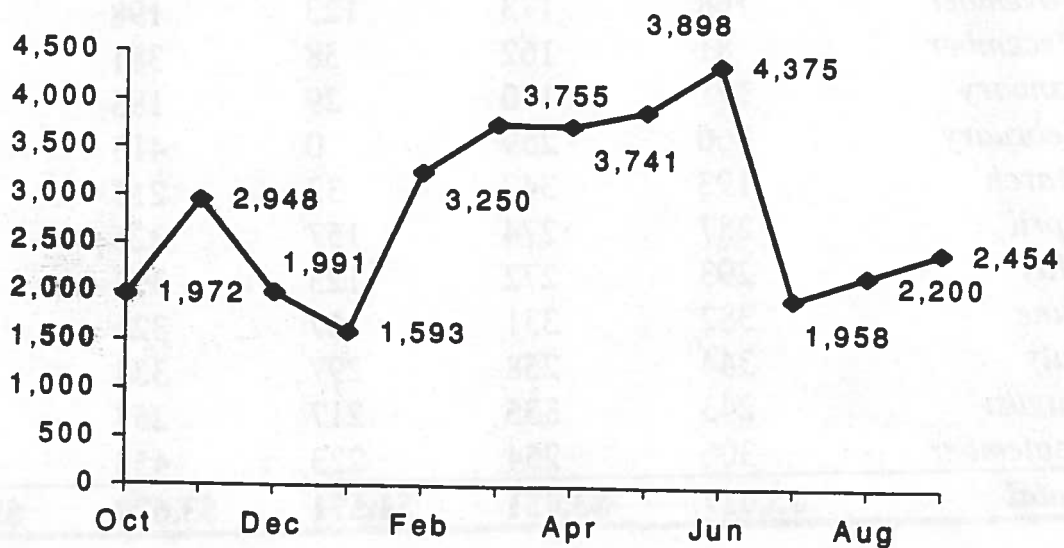


Table 7: Texas Rowing Sales

	Sales 89-90	Sales 90-91	Sales 91-92	Sales 92-93	Sales 93-94
<i>October</i>	2,884	2,803	1,660	2,785	1,972
<i>November</i>	1,684	1,730	1,229	1,977	2,948
<i>December</i>	810	1,621	377	3,810	1,991
<i>January</i>	1,707	1,104	285	1,833	1,593
<i>February</i>	2,597	2,585	0	4,125	3,250
<i>March</i>	1,929	3,422	327	2,134	3,755
<i>April</i>	2,872	2,742	1,567	3,245	3,741
<i>May</i>	2,928	2,723	1,227	3,171	3,898
<i>June</i>	3,820	3,313	1,668	3,259	4,375
<i>July</i>	3,441	2,581	2,970	3,343	1,958
<i>August</i>	2,433	3,349	2,172	2,568	2,200
<i>September</i>	3,062	2,539	2,227	4,534	2,454
Total	\$30,166	\$30,511	\$15,708	\$36,784	\$34,135

Table 8: Texas Rowing Revenues to the City

	Rev. 89-90	Rev. 90-91	Rev. 91-92	Rev. 92-93	Rev. 93-94
<i>October</i>	288	280	166	279	197
<i>November</i>	168	173	123	198	294
<i>December</i>	81	162	38	381	199
<i>January</i>	171	110	29	183	159
<i>February</i>	260	259	0	413	325
<i>March</i>	193	342	33	213	375
<i>April</i>	287	274	157	325	374
<i>May</i>	293	272	123	317	390
<i>June</i>	382	331	167	326	438
<i>July</i>	344	258	297	334	196
<i>August</i>	243	335	217	257	220
<i>September</i>	306	254	223	453	245
Total	\$3,017	\$3,051	\$1,571	\$3,679	\$3,412

Zilker Canoe Rentals

Concessionaire

Mr. Howard Barnett
2202-A Homedale Drive
Austin, Texas 78704
512-278-3852

Location

West side of Barton Creek immediately
below Barton Springs Pool

Hours of Operation

March - Labor Day:
Weekdays: 11:00 a.m. - dusk
Weekends and Holidays: 9:00 a.m. - dusk
After Labor Day:
11:00 a.m. - dusk, weekends only

Sign Posted

Yes

General Activities

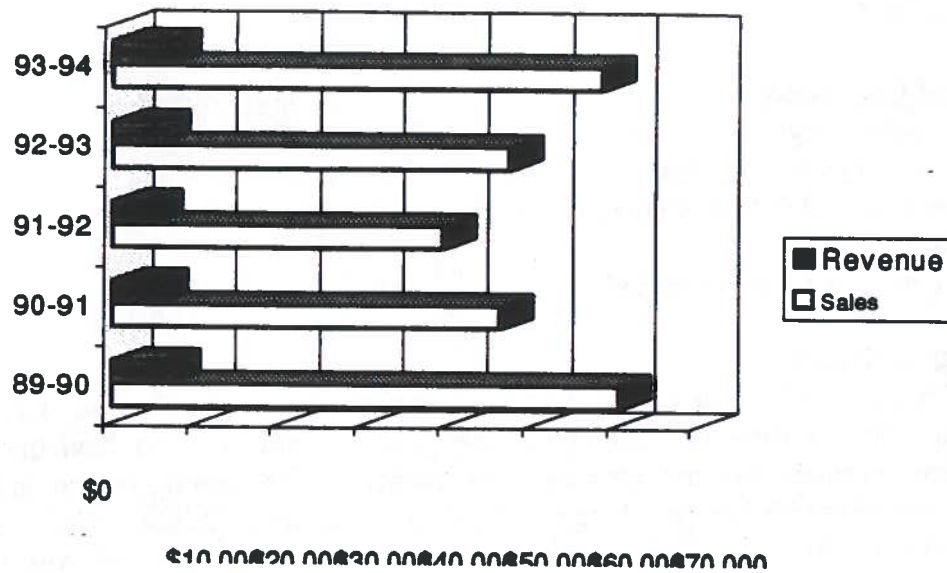
Zilker Canoe Rentals is the City's oldest boating concession. Mr. Howard Barnett started the concession in 1969 and throughout the years has not only provided the City with consistent revenues, but has also provided many boating experiences to groups from various organizations free of charge. Some of these organizations include: the Austin Association for Retarded Citizens, the Austin Public Library System, the Austin Sunshine Camp, the Austin-Travis County Mental Health Mental Retardation Center, the Texas School for the Blind, and the Texas School for the Deaf. By allowing the use of the canoes during non-peak hours to groups such as these, Mr. Barnett has afforded experiences to many people who would otherwise never have an opportunity to canoe.

The contract for this concession expired on June 8, 1993. A Request for Proposal was issued for the canoe rental concession on March 21, 1994. Three proposals were received in response. The City is currently involved in contract negotiations for this concession. A Request for Council Action will be developed for review by the Parks and Recreation Board and the City Council. At this time this item is tentatively scheduled to be on the November 3, 1994 Council Agenda.

Canoes can be rented for \$6 per hour or \$25 a day. Life jackets are supplied to all renters and required for children under 12. Zilker Park Canoe Rentals currently pays 11% of its sales to the City. Sales and revenues for the past five years can be seen below in Graph 9. Graph 10 shows the sales by month for the 1993-1994 fiscal year. Following the graphs, monthly sales and revenue figures for the past five fiscal years can be seen.

Zilker Canoe Rentals

Graph 9: Sales and Revenue



Graph 10: Sales by Month for FY 1992-1993

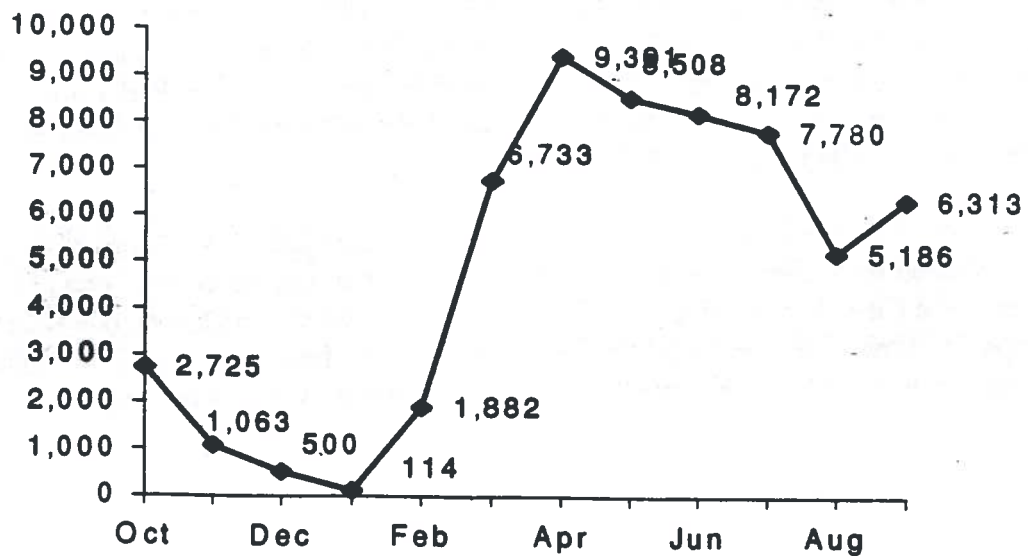


Table 9: Zilker Canoe Rental Sales

	Sales 89-90	Sales 90-91	Sales 91-92	Sales 92-93	Sales 93-94
<i>October</i>	3,229	1,980	2,075	2,440	2,725
<i>November</i>	1,529	1,245	456	1,143	1,063
<i>December</i>	119	453	115	262	500
<i>January</i>	1,502	955	36	137	114
<i>February</i>	4,242	2,540	212	1,593	1,882
<i>March</i>	7,656	7,054	3,555	5,466	6,733
<i>April</i>	9,963	5,380	5,004	7,926	9,391
<i>May</i>	10,352	6,532	5,229	7,453	8,508
<i>June</i>	5,925	5,790	4,593	4,465	8,172
<i>July</i>	7,647	6,908	6,457	6,948	7,780
<i>August</i>	5,342	4,144	7,840	6,066	5,186
<i>September</i>	2,914	3,262	3,924	3,448	6,313
Total	\$60,419	\$46,243	\$39,496	\$47,347	\$58,367

Table 10: Zilker Canoe Rental Revenues to the City

	Rev. 89-90	Rev. 90-91	Rev. 91-92	Rev. 92-93	Rev. 93-94
<i>October</i>	355	218	228	268	300
<i>November</i>	168	137	50	126	117
<i>December</i>	13	50	13	29	55
<i>January</i>	165	105	4	15	13
<i>February</i>	467	279	23	175	207
<i>March</i>	842	776	391	601	741
<i>April</i>	1,096	592	550	872	1,033
<i>May</i>	1,139	719	575	820	936
<i>June</i>	652	637	505	491	899
<i>July</i>	841	760	743	764	856
<i>August</i>	588	456	862	667	570
<i>September</i>	321	359	432	379	694
Total	\$6,646	\$5,087	\$4,378	\$5,225	\$6,421

Zilker Eagle Railroad

Concessionaire

Mr. Charles Beall
1301 Capitol of Texas Hwy, Suite B-125
Austin, Texas 78746
512-327-1000 Office
512-478-8167 Train Station

Hours of Operation

Summer Hours:

11am - Dusk, Daily

Fall and Spring Hours:

10:00 am - 5:30 p.m. Tuesday - Sunday

Closed Monday

Winter Hours:

12:00 p.m. - 5:00 p.m. Tuesday - Friday

10:00 am - dusk Weekends

Closed Monday

Location

Zilker Park

Train Station located next to playscape.

Sign Posted

Yes

General Activities:

Zilker Eagle Railroad provides rides around Zilker Park on a miniature train. The train station is located next to the playscape in Zilker Park. From the station, the train travels across Barton Springs Road around the soccer fields and doubles back to the station. The train is owned by Mr. Charles Beall who has owned the train since 1985. Free rides are provided to non-profit groups such as Mental Health Mental Retardation and Sunshine Camp.

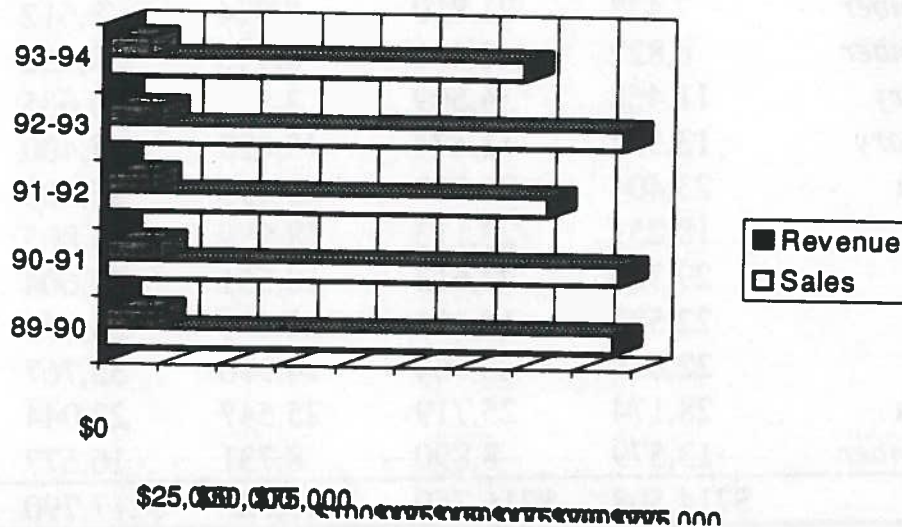
High sales in the summer provide a buffer to make it through the slow winter months. During the off seasons (fall, winter and spring) the train is closed on Mondays so staff can make needed mechanical repairs and perform routine maintenance.

Zilker Eagle Railroad's contract expired on April 30, 1994, with a five year extension option. A Request for Proposal was issued for this concession on March 14, 1994. Based on the evaluation team's recommendation, that solicitation was canceled and the scope of work was rewritten to include specific wording about the gauge of track for the train. The new RFP was issued on September 12, 1994 with proposals due on October 25, 1994 at 11:00 a.m. An evaluation team will evaluate the proposals and make their recommendations. See Attachment C for a timeline of this process.

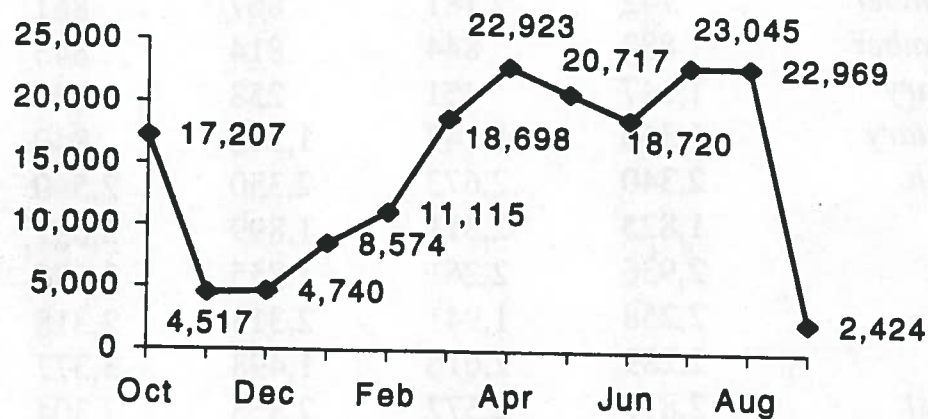
Currently the concessionaire pays 10% of sales to the City. Graph 11 illustrates the sales and revenues over the last four fiscal years. The monthly sales for the last fiscal year (92-93) are illustrated in Graph 12. The figures in the graphs are representative of combination of both ticket sales and souvenir sales.

Zilker Eagle Railroad

Graph 11: Sales and Revenue FY 1989-1993



Graph 12: Sales by Month for FY 1992-1993



**Table 11: Zilker Eagle Railroad
Ticket and Souvenir Sales**

	Sales 89-90	Sales 90-91	Sales 91-92	Sales 92-93	Sales 93-94
<i>October</i>	14,953	17,892	17,383	17,219	17,207
<i>November</i>	7,423	21,810	8,674	8,612	4,517
<i>December</i>	8,822	8,441	8,145	8,452	4,740
<i>January</i>	11,468	4,509	2,578	6,635	8,574
<i>February</i>	13,598	11,474	15,823	8,400	11,115
<i>March</i>	23,404	26,728	23,495	25,400	18,698
<i>April</i>	18,253	23,113	18,989	26,805	22,923
<i>May</i>	29,365	22,613	18,551	19,604	20,717
<i>June</i>	22,580	19,406	23,130	23,175	18,720
<i>July</i>	22,889	26,164	14,976	33,767	23,045
<i>August</i>	28,174	25,719	25,547	23,044	22,969
<i>September</i>	13,579	8,890	8,731	16,677	2,424
Total	\$214,508	\$216,759	\$186,022	\$217,790	\$175,649

Zilker Eagle Revenue to the City

	Rev.89-90	Rev. 90-91	Rev. 91-92	Rev. 92-93	Rev. 93-94
<i>October</i>	1,495	1,789	1,738	1,722	1,721
<i>November</i>	742	2,181	867	861	452
<i>December</i>	882	844	814	845	474
<i>January</i>	1,147	451	258	663	857
<i>February</i>	1,360	1,147	1,540	840	1,111
<i>March</i>	2,340	2,673	2,350	2,540	1,870
<i>April</i>	1,825	2,311	1,899	2,681	2,292
<i>May</i>	2,936	2,261	1,855	2,030	2,072
<i>June</i>	2,258	1,941	2,313	2,318	1,872
<i>July</i>	2,289	2,616	1,498	3,377	2,305
<i>August</i>	2,817	2,572	2,555	2,304	2,297
<i>September</i>	1,358	889	873	1,668	242
Total	\$21,451	\$21,676	\$18,560	\$21,849	\$17,565

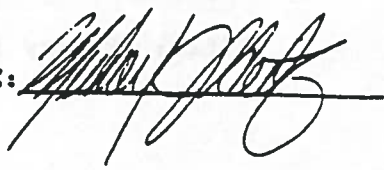
CITY OF AUSTIN
RECOMMENDATION FOR COUNCIL ACTION



AGENDA ITEM NO.: 17
AGENDA DATE: 3/11/93
RCA TYPE: resolution
PAGE 1 of 2

SUBJECT: Approve a policy for the review and award of permanent and temporary concessions on parkland.

AMOUNT & SOURCE OF FUNDING: N/A

REQUESTING DEPT: Parks and Recreation **DIRECTOR'S SIGNATURE:** 
FOR MORE INFORMATION CONTACT: Tana Goodwill, 499-6723

PRIOR COUNCIL ACTION: N/A

BOARD AND COMMISSION ACTION: Reviewed by Parks and Recreation Board 1/26/93;
Parks and Recreation Board approved their own version of the policy.

-----REQUIRED AUTHORIZATION-----

LEGAL: Raul Calderon **FINANCE:** Brock Curry
OTHER: _____ **CITY MANAGER:** Oscar Rodriguez

The Council is asked to consider approval of a staff proposed policy for awarding of contracts for concessions on all parkland.

Town Lake Ordinance No. 890126 (now Chapter 11-3 of the Austin City Code, 1992) provides a review process for all concession proposals considered for the Town Lake Corridor. The attached policy provides a process for the consideration of permanent concession proposals for all City parkland.

The proposed policy for permanent concessions provides for public input and review in addition to review by the Environmental and Parks and Recreation Boards. All Requests for Proposals (RFPs), if approved by the City Council, will be advertised in local newspapers as well as through public service announcements. As allowed by the Town Lake Ordinance, an evaluation team (made up of City staff and one representative of the Parks Board, the Environmental Board, and the Design Commission) will review responses to the RFPs and make recommendations to Council. Recommendations to negotiate and enter into a contract will be forwarded to Council for approval. For those RFPs where the evaluation committee recommends not awarding a contract, a letter will be transmitted to Council and the various boards explaining the recommendation.

The temporary concession policy allows the Director of Parks and Recreation to negotiate and enter into temporary or seasonal concession contracts for up to one year based on a predetermined set of criteria. Fees for temporary or seasonal contracts will be established by the City Council in the annual budget.

The Parks Board's recommended policy differs from staff's recommended policy as follows:

- * The Parks Board policy would take 10 months for a complete concession application cycle; Parks and Recreation Department proposed cycle is 8 months.
- * Town Lake Ordinance requires the Parks and Recreation and Environmental Boards to make recommendations to Council 30 days following the presentation of the Annual Report by staff. Parks and Recreation Board proposed policy does not comply with this requirement.

City of Austin
PARKS AND RECREATION DEPARTMENT POLICY/PROCEDURE

Title: Policy for Concessions on City Parkland

Reference:

Effective Date: 3/18/93

Dept. Approval: _____ Revised Date: _____

Purpose: To establish a policy for concessions on all City parkland.

Reference:

Policy: Parks and Recreation Department has developed this policy regarding the limited private commercial use within the Town Lake corridor and on City parkland in the form of concessions, including permanent and temporary concessions. These policies are intended to maintain the aesthetic and environmental quality of the Town Lake corridor and to ensure a financial return to the City of Austin from such uses or to provide a public good to the citizens of Austin.

All proposals for concessions on Town Lake will be reviewed on compliance with Ordinance No. 890126 (Town Lake Comprehensive Plan) approved by Council on January 26, 1989. The definition of a concession as defined in the Town Lake Ordinance is as follows: "Concession means a privately operated business on parkland serving park users, authorized by the City in accordance with applicable ordinance requirements. Types of businesses operated as concessions may include without limitation, food and beverage stands, boat rentals, excursion boats, boating lessons, bicycle rentals, and pushcarts." This definition is expanded to include types of businesses which provide souvenirs and other goods and services to park users and which generally pay a portion of its revenue to the City or provide a public good to the citizens of Austin.

There are three categories of concessions; 1) new permanent concessions, 2) existing permanent concessions which have expired, and 3) unsolicited temporary concessions. The following policies will address the development of permanent concessions on parkland.

New Permanent Concession Development

In order to comply in a timely manner to the Town Lake Ordinance, input for new concessions ideas will be solicited for a 90-day period annually through various methods, e.g. survey of Boards, Commissions, Advisory Groups and park users, advertisements, and by soliciting written suggestions from the general public. Only those concession concepts proposed during this 90-day period will be considered during each annual new concession cycle.

The concession review process will begin with public hearings on the proposed concession ideas over a 30-day period.

A summary of the proposed concessions will be included in the Annual Concessions Report submitted to the Parks and Environmental Boards in October as required by Ordinance No. 890126. The Environmental and Parks Boards will make recommendations on the advisability of issuing Requests For Proposals (RFPs) for new concessions to Council based on maintaining aesthetic and environmental quality of the parkland while enhancing services or overall experience for park users.

A request for Council action will then be posted requesting Council direction on issuing RFPs for newly proposed concessions. RFPs will then be advertised for Council approved concessions.

An evaluation team will review RFP responses and make recommendations to Council. (As allowed by the Town Lake Ordinance, the evaluation team will include staff and may include one representative from each of the following organizations: Parks Board, Environmental Board, and Design Commission.)

Following Council approval, a contract will be negotiated and entered into. A negative recommendation will be transmitted to Council with explanation.

Permanent Concession Policy for Existing Contracts About to Expire.

Staff will gather public input concerning items that should be addressed in a new contract for an existing concessions, 90 days prior to contract's expiring.

RFPs will be issued for new contract periods for existing concessions. A staff evaluation team will review the proposals and make recommendations the The Parks Board. Requests for Council Action (RCAs) will be submitted to Council for contract award.

Temporary - Seasonal Concession Policy

A temporary or seasonal concession is defined as a concession which does not require a building or other type of permanent structure from which to operate and has a contract term limited to one year or less. Fees for temporary or seasonal contracts will be established by the City Council in the annual budget. The Director of Parks and Recreation is authorized to negotiate and enter into temporary or seasonal concession contracts based on predetermined criteria to include impact, location, service level, revenues to the City, and any other criteria which may be in the best interest of the City and the use of its parkland.

Report(s) Required: This policy is to be reviewed by the Parks Board every three years from the date of original approval with changes to be approved by Council. The Director of Parks and Recreation is authorized to develop guidelines and make changes thereto for the implementation of this policy.

Approved by City Council: March 18, 1993
Reviewed by Law Department: February 23, 1993
Reviewed by Budget Office: January 7, 1993

Attached: Process

Attachment B

Timeline for New Concession Ideas

December 5, 1994	Parks Board Concession Committee and Parks Staff review concession concepts
December 13, 1994	Parks and Environmental Boards determine which concepts, if any, will be discussed at a public hearing
January 17, 1995	Public hearings held. Environmental and Parks Boards make recommendations to Council on issuing RFP's for new concessions.
February 17, 1995	Request for Council Action posted requesting Council direction for issuing Requests For Proposals (RFP's) for new concessions
March 3, 1995	Staff drafts and issues RFP
April 7, 1995	RFP's due
April 28, 1995	Evaluation Team reviews responses. Makes recommendations.
June 9, 1995	RCA's prepared for Council/Letter transmitted to Council explaining negative recommendation.

Attachment C

Timeline for Rebidding of Existing Concessions

Lonestar Riverboat and Texas Rowing

October 21	Complete contract negotiations
November 3	Request for Council Action (RCA) to Assistant City Manager's Office
November 8	RCA to Parks Board
November 17	RCA to City Council

Miniature Train Concession

October 25	Bid opening
December 9	Evaluation Team reviews proposals and makes recommendations
January 5	Request for Council Action (RCA) to Assistant City Manager's Office
January 10	RCA to Parks Board
January 20	RCA to City Council



MEMORANDUM

TO: Parks and Recreation Board

FROM: Michael J. Heitz, AIA, Director
Parks and Recreation Department

DATE: October 20, 1994

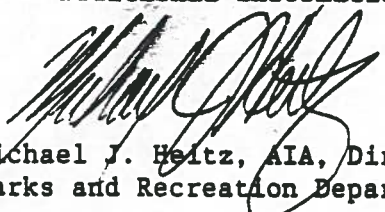
SUBJECT: Walsh Landing Parking Lot Survey

In accordance with your request, the Austin Park Police conducted a survey of the vehicles using the Walsh Boat Landing parking lot between August 1 and September 30, 1994.

The purpose of this survey was to determine the success of recent efforts to reduce or eliminate the number of persons using this parking facility who were not associated with activities on Lake Austin. When surveying, an assumption was made that parked vehicles accompanied by a boat trailer were using the lake, and that other vehicles were not.

During the 61 day survey period, a total of 3,285 vehicles were observed using the upper and lower portion of this parking lot. Only 790, or 24% of these vehicles, were accompanied by a boat trailer. The remaining 2,495 vehicles were parked in this lot unaccompanied by a trailer, and it is assumed that the majority of these vehicles were patrons frequenting the local restaurants.

I am attaching a copy of the park police survey in case you are interested in the specific information contained in it. Please let me know if you need additional information.


Michael J. Heitz, AIA, Director
Parks and Recreation Department

MJH:ls

WALSH LANDING PARKING LOT SURVEY
August 1 - September 30, 1994

DATE	TIME	UPPER LOT			LOWER LOT			NOTES
		W/O T	W/T	Trl	W/O T	W/T	Trl	
08/01/94	12:25P	3	3		14			
08/01/94	5:35P	2	7		11			
08/02/94	11:50A	2	1		13			
08/02/94	2:45P	7	5		17	2		
08/02/94	5:10P	5	13		17			
08/03/94	12:30P	2	5		15			
08/03/94	9:15P	17	16		16			
08/04/94	10:55A	2	1		19			
08/04/94	2:35P	2	10		17			
08/05/94	11:35A	5	4		18			
08/05/94	4:35P	9	11		16	1		
08/06/94	11:30A	8	8		16	3		
08/06/94	8:30P	2	4	1	4		1	
08/07/94	11:15A	3	12		28	6		
08/08/94	12:40P	2	3		14			
08/09/94	1:00P	3	2		14			
08/10/94	11:20A	2	1		18			
08/10/94	12:30P		3		18	1		
08/11/94	10:05A	3	1		9			
08/11/94	12:00N		4		21			
08/12/94	9:10A		2		7			
08/12/94	12:45P	1	5		28			
08/13/94	11:50A	15	13		18	3		
08/13/94	12:00N	20	14		24	3		

DATE	TIME	UPPER LOT			LOWER LOT			NOTES
		W/O T	W/T	Tr1	W/O T	W/T	Tr1	
08/14/94	2:35P	10	24		28	5		
08/15/94	12:30P	1	1	1	15			
08/15/94	6:30P		9		19			
08/16/94	1:10P	2	5		14			
08/16/94	6:10P	4	6		17		1	
08/17/94	9:00A	2	2		5			
08/17/94	6:45P	11	21		35			
08/17/94	9:10P	7	8		32			
08/18/94	10:00A	2	1		8			
08/18/94	5:55P	15	21		24	2		
08/19/94	3:05P	7	10		17			
08/19/94	9:35P	17	13		37			
08/20/94	12:15P	4	6		20	2		
08/20/94	4:00P	28	32		24	3		
08/21/94	9:45A	7	8	1	13			
08/21/94	1:35P	7	8		23			
08/22/94	9:45A	1	3		3			
08/22/94	12:30P		2		11			
08/23/94	1:15P	2	7		16			
08/24/94	11:20A	3	2		20	1		
08/24/94	12:30P	3	3		20	1		
08/25/94	6:30A	1	2		1			
08/25/94	11:00A	1	4		10			
08/26/94	7:05P	63	23		52	1		
08/27/94	3:15P	37	46		42	2		
08/27/94	5:25P	40	31		32	1		

DATE	TIME	UPPER LOT		Trl	LOWER LOT		Trl	NOTES
		W/O	T		W/O	T		
08/28/94	1:20P	6	17		31	5		
08/29/94	3:15P	5	5		11	1		
08/30/94	8:55A				3			
08/30/94	12:15P	2	3		15			
08/31/94	6:00A				2			
09/01/94	8:15A	1			6		1	
09/02/94	6:15A				5		1	
09/02/94	4:00P	4	7		13	1		
09/02/94	9:15P	20	10		31			
09/03/94	10:25A	4	3		14		1	
09/03/94	2:40P	30	13		34			
09/03/94	5:15P	42	36		45	2		
09/04/94	10:00A	6	12		26	2		
09/05/94	10:15A	4	11		21			
09/05/94	6:25P	23	28		38	1		
09/06/94	11:45A	2	2		9			
09/06/94	5:15P	2	6		15			
09/07/94	12:20P				11		1	
09/08/94	8:10A				6		1	
09/09/94	2:25P				19	1	1	
09/09/94	6:10P	19	5		32		1	
09/10/94	1:15P	5	14		31		1	
09/11/94	10:30A	2	5		25	2	1	
09/11/94	1:25P	1	7		31		1	
09/12/94	9:35A	1	1		7		1	
09/12/94	11:55A	1	1		13		1	

DATE	TIME	UPPER LOT			LOWER LOT			NOTES
		W/O T	W/T	Trl	W/O T	W/T	Trl	
09/15/94	1:00P	3	1		15		1	
09/16/94	10:00A	3			10		1	
09/17/94	11:00A	2	5		20		1	
09/17/94	12:35P	5	10		26		1	
09/18/94	8:50A	6	5		15	1	1	
09/18/94	1:10P	3	17		30	5	1	
09/19/94	1:25P	3	3		15		1	
09/20/94	10:30A	3			15		1	
09/20/94	12:15P		2		15		1	
09/21/94	8:55A	2	1		6		1	
09/22/94	1:30P				5		1	
09/23/94	7:00P	23	12		50	1	1	
09/24/94	1:10P	2	7		31		1	
09/24/94	6:00P	9	16		39		1	
09/25/94	9:00A			1	25		1	
09/25/94	1:10P	3	16	1	30	1	1	
09/26/94	12:45P	1		1	9		1	
09/27/94	10:55A	1	2	1	16		1	
09/27/94	1:10P	4	2	1	18		1	
09/28/94	10:15A		3	1	7		1	
09/29/94	7:20A		2	1	7		1	
09/29/94	10:00A	1	1	1	14		1	
09/30/94	9:00A		1	1	10		1	



MEMORANDUM

TO: Parks and Recreation Board

FROM: Michael J. Heitz, AIA, Director
Parks and Recreation Department

DATE: October 21, 1994

SUBJECT: Canoe Rental Concession in Zilker Park

The City of Austin issued a Request for Proposals (RFP) for the Canoe Rental Concession in Zilker Park, an existing concession, on March 23, 1994. One hundred ninety-four (194) notices were sent out including ten (10) MBE and six (6) WBE. Three proposals were received in response to the RFP. An evaluation team made up of representatives from the Purchasing Office, the Budget Office, the Parks and Recreation Department, the Design Commission, and the Parks and Recreation Board reviewed the responses and recommended that the contract be awarded to Austin Canoe and Kayak.

The proposals were evaluated based on the following criteria. The maximum points allowed for each are also shown. The proposals were ranked based on 900 points, i.e. 100 points for each of the nine panelists.

- | | |
|---|-----------|
| 1. System Concept and Solution Proposed | 20 points |
| 2. Demonstrated Applicable Experience | 20 points |
| 3. Revenue to the City | 20 points |
| 4. Environmental Impact | 10 points |
| 5. Safety Plan | 10 points |
| 6. American's with Disabilities Act Compliance | 8 points |
| 7. Complaint Resolution Mechanism | 4 points |
| 8. Evidence of Good Organization and Management Practices | 4 points |
| 9. MBE/WBE Participation | 2 points |
| 10. Local Participation | 2 points |

Based on the above criteria Austin Canoe and Kayak received the highest number of points of the three concessions.

The proposed contract is for five years with the option to extend for one additional five year period. The concessionaire will perform all normal duties associated with the operation of this type of concession. The concessionaire will provide all personnel, equipment, and products necessary to operate this concession. Canoes as well as one and two person kayaks will be available for rent.

Highlights of the proposed contract include:

- * the contractor will install and maintain an erosion control system in the concession area and along the creekbank
- * the contractor will provide type 3 (lifestyle style) lifevests to all


- participants
- * the contractor will make available, where possible, canoes and kayaks at little or not cost to non-profit groups
 - * the contractor will be responsible for replenishing gravel at the site to mitigate erosion

The fee structure for the proposed contract is as follows:

Canoe		Rental
per hour	\$8.00	
per day	\$27.00	
Kayak Rental		
1 person		
per hour	\$7.00	
per day	\$25.00	
2 persons		
per hour	\$8.00	
per		
day	\$27.00	

RECOMMENDATION:

The Parks and Recreation Department concurs with the recommended award.



Michael J. Heitz, AIA, Director
Parks and Recreation Department

CITY OF AUSTIN
RECOMMENDATION FOR COUNCIL ACTION

AGENDA ITEM NO.: _____
AGENDA DATE: 11/3/94
RCA TYPE: RESOLUTION
PAGE 1 of 2

SUBJECT: Approve execution of a five (5) year contract with AUSTIN CANOE AND KAYAK, 103 E. Odell, Austin, Texas for the Canoe Rental Concession at Zilker Park for an estimated annual revenue of \$5,300 to the City; with the option to extend the contract for one (1) additional five (5) year period. Reference RFP No. HM94300103.

AMOUNT & SOURCE OF FUNDING: Net estimated revenue to the City of Austin is \$5,300 annually for \$26,500 over the duration of the initial contract with \$26,500 estimated over the second period. Revenue is included in the 1994-1995 budget so there will be no unanticipated fiscal impact.

REQUESTING DEPT: Financial Services for **DIRECTOR'S SIGNATURE:** _____
Parks and Recreation Department

FOR MORE INFORMATION CONTACT: Harlan Mize, C.P.M., Buyer 499-3266

PRIOR COUNCIL ACTION: N/A

BOARD AND COMMISSION ACTION: Parks and Recreation Board to review on October 25, 1994

-----REQUIRED AUTHORIZATION-----

LAW: _____ **FINANCE:** _____
PARD: _____ **OMBA:** _____

The contract for the Canoe Rental Concession at Zilker Park has expired. The City of Austin issued an RFP for the management and operation of the Canoe Rental Concession. One Hundred Ninety-four notices were sent with responses from Austin Canoe and Kayak, Zilker Park Boat Rentals and The Hedonics Corporation.

The proposed contract is for five (5) years with the option to extend for an additional five (5) year period. The estimated revenue to the City of Austin is \$5,300 annually or \$26,300 over the duration of the contract. Estimated revenue is based on 11.5% of gross sales revenue, less sales tax, with no minimum guarantee.

The Concessionaire will provide lessons and rental of canoes and kayaks at Zilker Park. The recommended concessionaire will provide all personnel, equipment, products and maintenance.

Highlights of the proposed contract include:

- * the contractor will install and maintain an erosion control system in the concession area and along the creekbank
- * the contractor will provide type 3 (vest style) lifevests to all participants
- * the contractor will make available, where possible, canoes and kayaks at little or no cost to non-profit groups
- * the contractor will be responsible for replenishing gravel at the site to mitigate erosion

CITY OF AUSTIN
RECOMMENDATION FOR COUNCIL ACTION

AGENDA ITEM NO.: _____
AGENDA DATE: 11/3/94
RCA TYPE: RESOLUTION
PAGE 2 of 2

The fees structure for the proposed contract is as follows:

Canoe Rental	
per hour	\$8.00
per day	\$27.00

Kayak Rental	
1 person	
per hour	\$7.00
per day	\$25.00
2 persons	
per hour	\$8.00
per day	\$27.00

Best proposal of three (3) received
MBE/WBE Subcontractor participation: 0/0%

MBE/WBE Solicited: 10/6
MBE/WBE Responded: 0/0

PRICE ANALYSIS

- a. Adequate competition
- b. One hundred ninety-four (194) notices were issued, including ten (10) MBE and six (6) WBE. Six (6) RFP's were issued and three proposals were received with no minorities responding.

APPROVAL JUSTIFICATION

- a. Best proposal of three (3) received.
- b. Parks and Recreation Department concurs with the recommended award.